

# Training Academy Bulletin



Issued: 22 November 2018  
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## *Mandatory Metro Signal Safety Leadership Training for Signalling Contractors & Employees*

The purpose of this bulletin is to announce additional Signal Safety Leadership training dates for signalling contractors & employees.

### *Who needs to attend?*

Personnel wishing to work in any signalling capacity as outlined on the [Signalling Matrix](#) must attend this training. Any personnel that currently hold a Signal Safety Leadership training extension must also attend this training. If you already attended a previous session you are not required to attend again.

The Signals, Control Systems & Communications changes will become effective 1st February 2018; however the new competency changes will not be made mandatory until 12 months after that date. This mean you have up until the 1st February 2019 to ensure you meet the new compliance requirements.

If you are not sure if you have already attended the Metro Signal Safety Leadership training please contact [Competencies@metrotrains.com.au](mailto:Competencies@metrotrains.com.au)

### *When will the training sessions be held?*

Additional classes will be held on:

- **Friday, 7<sup>th</sup> December 2018**
- **Monday, 14<sup>th</sup> January 2019**

Lunch, Tea and Coffee will be provided. Please advise of any special dietary requirements 2 business days before the training commences.

### *Will there be any other training sessions?*

Metro Signal Safety Leadership training is only run on an on demand basis; Training will be provided on a first in best dressed basis.

### *How much will it cost and how do I book in for a training session?*

All sessions will be \$350 plus GST.

To book yourself or an employee into one of the sessions please book in via [“The Platform”](#)

Instructions on how to use the ‘Platform’

- [For Learners](#)
- [For Administrators](#)

### ***Will there be any off-site or interstate training sessions?***

No, however this could potentially be organised if you have a group, this would be at your own expense.

### ***What happens after I complete the training session, will I receive a certificate?***

Upon successful completion of training, a Certificate of Completion will be available via the Platform within 48 hours of the course. It is the learner’s responsibility to provide a copy to the employer, to upload a copy into your RIW profile.

### ***What happens if I don’t attend?***

If you don’t complete Signal Safety Leadership training your Signalling role will:

- A) Drop back to ‘*working towards*’ even if you have a current extension uploaded into the Onsite system.
- B) If you are trying to obtain the signalling work role from the above list on page 1 you will not be able to until you complete the Signal Safety Leadership training.

### ***Where will the training sessions be held?***

Metro Academy

South Kensington Campus

42 – 50 Bakehouse Road Kensington.

### ***Transport:***

**(Train)** Get off at South Kensington Station. Exit the station and turn right along Childers Road heading slightly uphill to what seems like a dead end). You will reach the gates of Lloyd Street Business Park, which is where Bakehouse Road begins. Walk straight ahead and take the second left continuing along Bakehouse Road until your arrival at the campus.

**(Car)** There are a limited number of car parking spaces available at the front and side of the campus.

Please direct enquiries to:  
[competencies@metrotrains.com.au](mailto:competencies@metrotrains.com.au)

Rail Safety Worker Competency Website  
[www.metrotrains.com.au/academy](http://www.metrotrains.com.au/academy)