



## LANGUAGE, LITERACY AND NUMERACY SELF ASSESSMENT

**This self-assessment is ONLY for participants who believe they may require additional assistance when undergoing a training course with us**

Prior to enrolment or commencement of training and assessment, Kells Safety Centre asks that any participants who may require assistance are to complete the self-assessment to evaluate their ability to complete this course.

Please send this to Kells Safety Centre prior to attending your training course **if you think you may require additional assistance with language, literacy and / or numeracy.**

Kells Safety Centre will take each participant's individual's needs into consideration. Participants will need to advise Kells Safety Centre of any learning difficulties that may affect their learning prior to the commencement of training and to discuss and we will work together to have a strategy in place to help any individual.

Note: Kells Safety Centre may be limited in providing some student services. Services provided by an external party may attract an additional fee.

### Question 1

The NSW Environment Protection Authority (EPA) was established in February 2012 as a statutory authority with an independent governing Board. Their website contains information about environmental regulation and protection managed by the EPA.

What do the letters EPA stand for?

Answer: \_\_\_\_\_

### Question 2

Most workplace injuries result from diverted attention, inadequate training or unsafe work practices. It is the responsibility of employers to ensure that workers have the appropriate knowledge, training and confidence before working with heavy machinery or in environments which might pose a risk to their health if they are not adequately equipped. Have a look at SIRA's Guide to Workers Compensation for Beginners for tips on how to avoid workplace injuries, and procedures to follow when injuries do occur. If an injury does occur in your workplace, there are lots of ways to help your employees to get back to work. SIRA requires all employers to have an up-to-date return to work program.

What do most workplace injuries result from?

Answer: \_\_\_\_\_

### Question 3

Read the paragraph below, and then select the correctly spelt word:

**Workers should take extra care when handling \_\_\_\_\_ substances / materials.**

- (a) Hasardus
- (b) Hasardous
- (c) Hazardus
- (d) Hazardous

### Question 4

A customer has ordered 14 boxes of tissues, 12 boxes of toothbrushes and 20 boxes of soap.

How many boxes in total has the customer ordered?

Answer: \_\_\_\_\_

### Question 5

If I am paid \$1,250 wages on Friday, and I pay the following bills on that same day, how much of my wages for that week remain?

Rent: \$250

Telephone: \$85

Electricity: \$140

Answer: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Send this completed Self-Assessment to us via email: [admin@kellssafetycentre.com.au](mailto:admin@kellssafetycentre.com.au)**