

Ouse on Board – Workshop Policy

Policy Statement

The Diesel Engine maintenance course will take place predominantly in the workshop. While in the workshop, the following policy will apply along with the relevant risk assessment document.

The instructor will ensure the workshop is set up and ready to teach before the students arrive. This includes setting out suitable seating, making sure the engine and other training aids are ready and any IT equipment is working correctly.

At the beginning of the course, students shall be introduced to the areas of the workshop which they will be using. This will mainly consist of the area around the engine and the tool box. Students will be shown where to access any PPE they require to carry out the tasks and where to dispose of things afterwards. Toilet and hand washing facilities will also be made available and pointed out at the start.

There are other machines and tools in the workshop which the students will not be using, these will be pointed out to the students but will be turned off to avoid any accidental usage. Any chemicals or solvents that may be a hazard will also be pointed out for students to be aware of but will not be in the vicinity of the lessons – the exception to this is the engine oil and diesel which may be used during training and will be dealt with separately.

A general assumption being made is that all students are of mature mind and can follow instructions, therefore they will be expected to be sensible during the course and being left unsupervised for short periods of time shouldn't be a problem.

All activities being carried out in the workshop will be done in accordance with the RYA Diesel course syllabus, lesson plans and engine maintenance manual. There will be no additional activities carried out.

During the practical lessons, students will be advised to wear suitable overalls and sturdy shoes. The engine is greasy and OOB will take no responsibility for the soiling of clothes.

Where possible, classroom based learning will be carried out in the workshop in parallel with the practical learning, where this is not appropriate, students will be asked to leave the workshop and enter a more classroom based environment.

At the end of the course the instructor shall tidy away all equipment, clear away any rubbish and ensure the workshop is restored to its original state.