

APPRENTICES, YOUNG AND NEW WORKERS SAFETY CHECKLIST

All workers who are new to the job are at particular risk of injury, with apprentices, young and new people often being involved in an incident. When assessing risks to apprentices, young and new people special factors need to be considered.

Workplace:		Completed By:		Date:	
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Initial Assessment	Yes	No	N/A	Actions Required / Comments
Has someone been appointed to be in overall charge of the apprentice, young and/or new worker?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Have your risks for apprentices, young and/or new workers been properly defined and explained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



SAMPLE

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Has the work supervisor been trained in the designated work area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Has the ability to make correct judgments about that work ability and that of others been assessed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Has the ability to cope with unexpected trouble/shocking been assessed for the designated work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Have the necessary steps been taken to enable a worker with designated tasks when movement is restricted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Information	Yes	No	N/A	Actions Required / Comments
Has the supervisor, young worker, new worker completed an induction to the workplace?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Information, Instruction and Training	Yes	No	N/A	Actions Required / Comments
Has information, instruction and training been provided as the worker and the worker's own understanding?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Has the supervisor, young worker, new worker's understanding been assessed before commencing the task?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

APPRENTICE, YOUNG AND NEW WORKER NAMES

By signing below, you are indicating that you clearly understand your health and safety obligations and that you will comply with all health and safety instructions.



SAMPLE

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