

# seta news

## Winter 2010/11

SOUTHAMPTON ENGINEERING TRAINING ASSOCIATION

### COUNTDOWN TO BTECS AT SETA

**SETA are pleased to confirm that we will begin teaching BTEC Engineering early in the New Year. Course material is coming together well and we believe this will add an important element to SETAs range of Technical Certificate courses.**

The journey started in March this year, when SETA began working towards approval from Edexcel, the Awarding Body. Owen Hansford and Keith Warwick spent time writing the materials for two full course units, including assignments, marking criteria and teaching notes, to be submitted to Edexcel for preliminary approval. This was successful and Owen and his team of discipline-specific SETA Tutors, Keith, Charles Dionysiou, Geoff Goff and Kyriakos 'Giggy' Nicolaou, have continued the hard work to prepare for our first planned Apprentice registrations in February 2011.

The team have also worked with Claire Sutton and our web-designers, iDM, to build a Resources website, so learners can access their assignments, class notes and useful handouts from wherever they need to.

From February, BTEC students at SETA will commence units in Health & Safety, Maths and Engineering Drawing for Technicians.

Then from September 2011, a further three units will be in Mechanical principles and applications, Properties of engineering materials and the Applications of mechanical systems and technology. Within the 'Applications' unit, for example, is included an understanding of hydraulics/pneumatics, refrigeration & heat exchangers, bearings, linkages, levers, gears and all those really useful things!

Together, these six units will result in candidates achieving the "Level 3 Subsidiary Diploma in Engineering" and will satisfy the requirements for an Advanced Apprenticeship. For those wishing to go on and study further, SETA intend to offer a further six units the following academic year. This will provide additional credits to achieve the Level 3 Diploma. Progression beyond this could lead to the extended Diploma or HNC.

"Owen and his team have worked very hard to get us to this point," says SETA Chief Exec, Richard Heighington. "We are very grateful to them and have every confidence that BTECs at SETA will see the same high achievement rates that our City & Guilds courses have maintained. We feel strongly that SETA can provide the engineering training that our employers want and adding BTECs to our repertoire will only help that."



*The new resources web site*



*Breathe deeply...see inside*

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## Breathe deeply...!



SETA's first year trainees found themselves in a 'tight spot' recently during some confined spaces awareness training. Safety training company Breathe brought their 'mobile classroom' to SETA for a day to give the apprentices a taste of the sort of equipment and training some of them may encounter when they go on site with their employers.

The apprentices got to try out some breathing apparatus, an escape stretcher and the crawl spaces inside the specially customised van. Breathe's trainers, Nick and Adam, clearly enjoy their jobs and managed to have fun with the apprentices whilst getting across the seriousness of their subject.

Breathe Safety Ltd, based in Bournemouth, offer a range of training including confined spaces, breathing apparatus and gas detection courses. They already work with a number of SETA's customers, particularly those based on the Refinery.

"There is the potential here for SETA to work more closely with Breathe in future," said SETA's Health & Safety Consultant, Pete Millington. "The areas we work in overlap and complement each other already so it would make sense to build on that where we can. This 'taster day' was about both companies getting to know each other whilst also giving our Apprentices some valuable experiences. It's been a really enjoyable day!"

For more details of the courses on offer, visit Breathe's website at [www.breathesafety.com](http://www.breathesafety.com) or call them free on 0844 915 1111

## New Intake

SETA welcomed a new batch of wannabee engineers through their doors this September, an encouraging 20% increase in numbers on last year. We are delighted to have a wide range of skill areas, from an instrumentation technician who will be working at the new Marchwood Power Station to pipefitters from PTF Engineering.

*Some of the new intake take a moment out of Induction week for a photo opportunity!*

During their first week at SETA – Induction week – these new starters managed a 100% pass rate on the CIEH Health & Safety course – a great achievement! Let's hope they keep up such high standards for the rest of the year!



## First Aid at Work: are you up to date?

Legally, all employers are required to make First Aid provision for their staff. The absolute minimum provision should be an appointed person, now called EFAW, who can carry out emergency first aid and take charge of arrangements as well as a suitably stocked First Aid box. For a typical engineering company, the minimum recommendation is one First Aider for every 50 staff. It is important to remember that First Aid cover should be available at all times so cover for different shifts or out-of-hours work should be allowed for.



Of course, it is good practice to train more than the minimum requirement (what if your First Aider is ill?). First Aid training is an essential part of your planning and SETA is approved by the HSE to deliver the training required to meet the standard. Courses we offer are:

### First Aid at Work (FAW)

This 3 day course is required to become a First Aider at work. On successful completion of the course, a Certificate is issued that is valid for 3 years from that date. (Note, this course was previously of 4 days duration)

### Emergency First Aid at Work (EFAW)

This is the minimum requirement for a workplace. Completion of the 1 day course results in a Certificate valid for 3 years.

### Refresher Training – First Aid at Work (FAW)

To renew a full First Aider Certificate for a further 3 years, candidates must pass a 2 day course.

### Refresher Training – Emergency First Aid at Work (EFAW)

Your Appointed Persons should undertake a one day requalification course every 3 years.

### Annual Skills Update/Basic Resuscitation Course

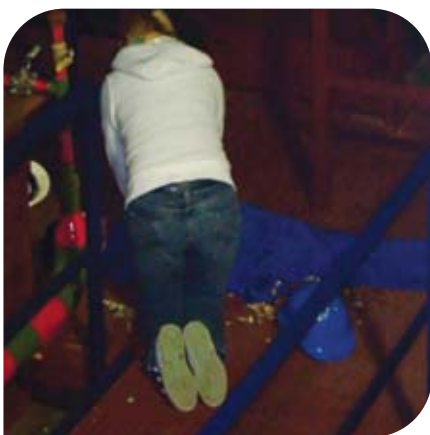
It is highly recommended that all First Aiders and appointed persons undergo an annual 'refresher' on the basics of First Aid, to ensure their knowledge remains current. This ½ day course is also useful for other members of staff to help them understand the essential first aid skills.

For more information on First Aid requirements in the workplace, the HSE website offers some useful advice and checklists. Visit [www.hse.gov.uk/firstaid](http://www.hse.gov.uk/firstaid)

Our 2011 course dates are listed on the back of this Newsletter. Where dates are not listed, we will set up courses on request.

## Kaboom!

An explosion on an Engineering construction site had caused multiple casualties. Broken bones, flash injuries, and two unconscious casualties (one not breathing) required urgent treatment.



This was the scenario presented to the Southampton Red Cross group when SETA provided the backdrop to test their first aid skills.

On a cold and very dark October evening, the incident was staged to put the first aiders in unfamiliar surroundings to develop the skills needed to respond in an emergency situation. Members of the group attend regular training and provide cover at local events such as The New Forest Show, but rarely have the chance to train in real surroundings like those SETA could provide.

Casualties were to be found on all levels of the site as well as underneath, so there were real access problems for the first aid team.

Donning hard hats the team approached and took charge of the situation. The area was made safe, checking that power and gas had been isolated and the severity of the casualties was quickly established. Good communications between the team ensured that all casualties were dealt with efficiently and all made a full recovery after being treated.

Martin Hinder, SETA's Workbased Learning Manager and Red Cross trainer, organised the evening, assisted by four "live" casualties and a resuscitation mannequin.

"All those that took part said that it was an invaluable aid to their training," said Martin. "Even though they knew the casualties were acting, it felt real and made them more aware of the potential dangers of working in this environment. Those who acted as casualties commented that it made them more aware of how a casualty may feel if they were trapped or in the cold and dark. Everybody said that they would relish the opportunity to practice again at SETA if the chance was offered."

Southampton Red Cross trained group would like to thank SETA for allowing them to practice their skills and look forward to new opportunities.



# SETA's 41st annual Prize Evening

SETA's 41st annual Prize Evening took place on 29th July 2010, with the Mayor of Southampton, Cllr Carol Cunio, and our special guest, Andy Hindley, former Race Director of P1 Powerboats, handing out the awards.

In front of their parents, employers and SETA staff, all Apprentices received Certificates of attendance at SETA and a lucky few were nominated for particular Awards.

Congratulations to everyone who picked up an award on the night; we are pleased to record the 'role of honour' below.



*Young Apprentice of the Year - Highly Commended  
Alice Stubbington  
(Crestwood College)*



*Young Apprentice of the Year - Winner  
Samantha Donaldson  
(The Quilley School of Engineering)*

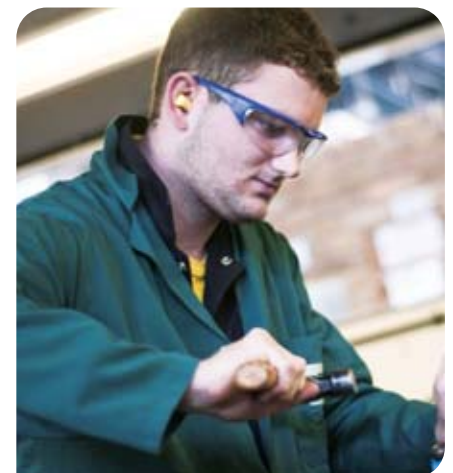
*The Stainer Prize for Apprentice of the Year - Winner  
with prize kindly donated by the ECITB  
Hash Kangarani (PTF Engineering)*



*Best Technical Certificate - Highly Commended  
Chris Hooper  
(SETA Award/DP World Southampton)*



*Best Technical Certificate - Winner  
Bianca Scott  
(Scottish & Southern Energy)*



*Best Mechanical Apprentice - Highly Commended  
Oliver Corrigan  
(BNS - Babcock Nuclear)*



**Best Mechanical Apprentice - Winner**  
**Luke Rutherford**  
(PTF/Stella Meta)



**Best Electrical Apprentice - Highly Commended**  
**Greg Hobbs**  
(Roke Manor Research)



**Best Electrical Apprentice - Winner**  
**Matthew Hawkins**  
(Esso)



**Best Metal Trades Apprentice - Highly Commended**  
**Stephen Toomer**  
(Esso)



**Best Metal Trades Apprentice - Winner**  
**Mark Hutchinson**  
(Esso)



**Mountbatten Award for Most Improved Apprentice**  
**Christopher James**  
(SETA Award/ParCar)



**Stainer Prize for Apprentice of the Year - Highly Commended and Welding Institute Award**  
**Nick Charlton-Smith**  
(Redhall)  
Presented by Ian Dunbar



**Esso Apprentices show off their project**



## Be Safe, Bee Lifted...



Phill Scullard has become an increasingly familiar face at SETA and several of our customers will have met him on site as he assesses their Riggers for an NVQ 3 'Moving Loads'. Phill has also been offering his advice as SETA set up a new lifting area for trainees to practice on at the rear of First Avenue.

But when he's not at SETA, Phill runs his own training company, Bee Lifted, specialising in safe lifting. His range of courses run from Fork trucks, Lorry Mounted Cranes (HIAB) and Mobile Elevated Work Platforms (MEWPS) to Chainsaw awareness, Tower Scaffold and working at heights – and lots in between! Phill is ITSSAR accredited (Independent Training Standards Scheme & Register, an HSE recognised accrediting body) so can provide recognised certification for most courses.

Phill is also happy to consult on lifting issues or to discuss any bespoke training.

To make use of Phill's talents, please contact SETA in the first instance to discuss your requirements and we will put you in touch with Phill.

## Recruitment 2011

Even as the 2010 apprentices were settling into their training here at SETA, we started thinking about recruitment for next year! Most local schools and colleges hold careers evening for Year 11 pupils during the autumn and SETA staff attended a remarkable 35 events this term (that's an average of 2.5 a week!). SETA tries to attend every event we are invited to, to spread the word about engineering careers. This years visits have been spread right across 'our' area, from Priestlands School in Lymington, Portchester School and John Hanson School in Andover. If there is a school near you that you think we should be visiting, please contact Tracy Simper on [tsimper@seta-training.co.uk](mailto:tsimper@seta-training.co.uk) or Claire Sutton on [csutton@seta-training.co.uk](mailto:csutton@seta-training.co.uk).



As this newsletter goes to print, we are preparing for our first Open Evening, which we decided to pull forward to 30th November this year to fall in line with College open events. The second Open Evening on 10th February will fall within National Apprenticeship Week early next year so should gain some extra publicity!

In keeping with the times, SETA have also set up a Facebook page to keep apprentices – and potential apprentices – in touch with what's happening. Anyone with a Facebook profile can 'Like' our page and will automatically receive updates. Find the page from our SETA website!

## Staff news

### We welcome the following new members of staff since our last issue:

**Richard Attwood** joins our mechanical team as an Instructor. After 39 years at Fords, he has plenty of experience but fancied a change!

**Jane Dampier** has been working a few hours a week at SETA as an admin assistant since March last year but has now increased her hours to help cover First Avenue Reception and will be taking on a few more duties.

**Mick Weeks** has taken over the Site maintenance responsibilities while Tony Oscroft takes time out. With Mick's naval background, we are hoping he keeps us ship shape!

We say goodbye to **Bryan Simper** who officially retired (although we understand he wants to 'keep his hand in' with a bit of Assessing!). We always thought he was an electrician but the retirement gift he asked for was a small welding set. Who says an old dog can't learn new tricks?!

Congratulations to **Pete Hurlstone** who has successfully become a member of the Institution of Mechanical Engineers.

Congratulations to **Carley Keevil** who successfully completed her Level 2 Apprenticeship in Business Administration.

And congratulations and good luck to **Julie Gough** as she completes her Level 3 Accountancy qualification and continues studying towards the Level 4.

Now our new Second Avenue premises are up-together, we have almost completed our refurbishment works at First Avenue too – as you can see from the photos! Work started over the summer break in Reception to create a new Resources Room. Space released by taking the second building has allowed more classrooms to be set up. These new classrooms and the existing ones have been equipped with new fittings, furniture and Smart boards. This extra space will be fully utilised by the BTEC courses beginning in February. Workshop lighting and office space for instructional staff has also been revamped.



## A Big Thank You...

To all the companies who hosted a Young Apprentice for their work experience this year. We could not provide such a broad experience of engineering without their help.

So thank you to:

Eric Marsh Design/Swann Group

Hampshire Partnership NHS Trust Estates Department

Net Primates Ltd

PTF Engineering

Race-Tec NAK

SELEX Sensors

Southampton University Hospitals Trust Estates Department

University of Southampton Estates Department

WH Rowe Ltd



# Short Course Calendar, Spring/Summer 2011

## Electrical courses:

### City & Guilds 2382-10, Requirements for Electrical Installations (I.E.E. Wiring Regulations 17th Edition)

14 – 18 February 2011  
28 Mar – 01 Apr  
27 Jun – 01 Jul

### 17th Edition Update (City & Guilds 2382-20) For recent 16th Edition/C&G 2381 holders

10 - 11 February 2011  
24 - 25 March  
20 - 22 April  
06 - 07 June

### PAT Testing (Portable Appliance Testing: City & Guilds 2377)

07 – 08 Feb  
22 – 23 Mar  
05 – 06 May  
19 – 20 Jul

### City & Guilds 2391-10 Inspection, Testing and Certification of Electrical Installations )

17 – 21 January 2011 Exam (10 February 2011)  
21 – 25 February Exam (10 March 2011)  
16 – 20 May Exam (9 June 2011)

### Comp'Ex Electrical (Units Ex01,02,03,04)

17 - 21 January 2011  
14 - 18 February  
14 - 18 March  
11 - 15 April  
09 - 13 May  
13 - 17 June  
11 - 15 July  
22 - 26 August 2011

### Comp'Ex Refresher Course (Electrical Units)

20 - 21 January 2011  
17 - 18 February  
17 - 18 March  
14 - 15 April  
12 - 13 May  
16 - 17 June  
14 - 15 July  
25 - 26 August 2011

## Achievement Measurement 2 (Am2)

Courses run every week – please contact us to book

## Health & Safety Courses:

### Safety Passport (CCNSG)

10 - 11 January  
10 – 11 February  
10 – 11 March  
07 – 08 April  
05 – 06 May  
09 – 10 June  
07 – 08 July  
11 – 12 August  
15 – 16 September  
06 – 07 October  
10 – 11 November  
08 – 09 December

### Safety Passport: Update/Renewal Course (CCNSG)

14 January  
21 February  
21 March  
18 April  
16 May  
20 June  
18 July  
05 August  
23 September  
21 October  
18 November  
16 December

### Abrasive Wheel Setters Course

28 January  
25 February  
25 March  
29 April  
13 May  
27 June  
22 July  
08 August  
30 September  
28 October  
25 November

## First Aid courses:

### First Aid at Work (HSE approved for First Aiders)

12 – 14 Jan  
09 – 11 March  
11 – 13 May  
06 – 08 July  
21 – 23 September  
11 – 13 Nov

### First Aid at Work Refresher

10 – 11 Feb  
07 – 08 Apr  
16 – 17 Jun  
06 – 07 October

## Other non-scheduled courses available:

- Welding courses: MMA, MAG, MIG, TIG & Oxy-Acetylene
- Brazing & Silver Soldering
- Oxy-Fuel Gas Cutting Gouging & Heating
- Gas Safety
- Welder Approval Testing
- Electricity at Work Regulations 1989
- Introduction to 17th Edition Requirements for Electrical Installations
- Pre-Achievement Measurement 2 (AM2) Refresher
- Comp'Ex Foundation
- Award in Health and Safety in the Workplace (CIEH)
- Principles and Practice of Risk Assessment (CIEH)
- Course for Safety Representatives
- Principles of COSHH Certificate (CIEH)
- One Day Supervisor Course (CCNSG)
- Emergency First Aid (HSE approved for Appointed Persons)
- Update Course/Basic Life Support Course
- Principles of Manual Handling

## Other useful SETA dates:)

Tuesday 4 January 2011 – **SETA reopens after Christmas break**  
07 – 11 February – **National Apprenticeship Week**  
Thursday 10 February – **SETA Open Evening**  
26 – 28 April – **SETA Easter closure for Apprentices**  
Thursday 28 July – **Prize Night**  
Monday 05 September – **new intake start**

**seta**  
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