**STUDENT BIOSAFETY CONSENT**

The Telethon Kids Institute (**Telethon Kids**) recognises work experience placements are a valuable learning experience for students and part of this experience may include observations of research being conducted in the Telethon Kids laboratories. The Telethon Kids laboratories are approved by the Federal Office of the Gene Technology Regulator to operate as Physical Containment Level 2 facilities (**PC2 Certified Facility**), which means these areas are subject to regulatory control as they may contain biohazardous material and all people in these facilities must comply with the regulator’s instructions for compliance.

As a Parent/Guardian of a Telethon Kids Work Experience Student (**Student**), and by accepting these terms and conditions, you acknowledge and agree to the following:

1. Students must be escorted in the laboratories at all times by Telethon Kids Institute staff.
2. Phones and similar devices are not be used inside the Telethon Kids laboratories, unless they are required for emergency purposes. If this is required, the device must be placed in a sealed in a zip-lock bag to prevent contamination with biological hazards or chemical substances prior to entering the laboratory.
3. No eating, drinking or application of cosmetics is to take palce in the laboratories.
4. Long hair must be tied back and above the shoulders.
5. Appropriate footwear must be worn at all times in the laboratory, specifically flat shoes that encloses the whole foot, including heel and toe. Shoes made with porous material, such as those found on some sneakers, are not allowed.
6. Whilst present in a laboratory, a white ‘Howie’ lab coat must be worn and then disposed of in the blue laundry bag provided at the southern exit in the laboratories.
7. Disposable nitrile gloves must be worn upon entry to the laboratories. Contaminated gloves must be changed and disposed of in yellow clinical waste bins. Clean gloves must be worn prior to touching door handles and equipment.
8. If unanticipated hazards arise or if there is an accident or near-miss, the Laboratory Manager must be informed without delay and details of any accident involving a Student will conveyed to the Student’s school as soon as is practicable.
9. When any work is completed or as Students leave the Laboratories they must remove their gloves, place them in yellow clinical waste bins, wash their hands thoroughly with soap and water or with disinfectant and dry hands thoroughly.
10. Regulated areas are clearly labelled with a yellow & black sign stating ‘PC2 Certified Facility’, and a biohazard trefoil.
11. Students may only observe laboratory research undertaken by experienced Telethon Kids Institute staff. This research may include working with human samples, genetically modified organisms (GMO), microbiological material and cytotoxic poisons.

Please note that you may choose not to give your consent, however, without this consent, a Student will not be able to undertake work experience at Telethon Kids.

*I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (full name of parent/legal guardian) of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(address) give my full consent for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(child’s name) born \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date of birth) to undertake work experience at Telethon Kids understanding they must comply with the above safety terms and conditions. I confirm that my child has no allergies or other physical, mental, or emotional conditions that might limit their ability to safely participate in the activities of this laboratory. I understand that I may withdraw or change my consent at any time.*

*Parent/Guardian’s Signature:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: ­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**As a Student undertaking work experience at Telethon Kids Insitute, I confirm that I have read and understand the above terms and conditions and I agree that I will adhere to theses requirements.**

|  |  |
| --- | --- |
| Student Name: | Signature: |

Dear Student,

Welcome to Telethon Kids Institute!

We want your work experience at Telethon Kids to be safe and productive. To facilitate this, your supervisor will take you through a brief induction and tour, including your closest emergency assembly point.

Please read through the safety information below, then sign and return this form to your supervisor.

|  |  |
| --- | --- |
| **SAFETY RULES** | |
| **Visitor Identification** | |
| Please make sure your visitor pass is visible at all times. | |
| **Smoking** | |
| Smoking is not permitted on campus. | |
| **Injuries** | |
| First Aid is available if you require assistance. All injuries sustained on site, no matter how minor, must be reported immediately to a member of staff, who will then lodge an Accident Report. | |
| **Site Evacuation Instructions** | |
| In the event of an emergency situation, alarms will sound. Please remain calm and follow the instructions of the staff member accompanying you and/or the Fire Wardens. Wardens are trained to respond and provide direction in these situations. | |
|  | |
| **I agree that the above safety instructions have been explained to me and I will abide by them during my work experience at Telethon Kids Institute.** | |
| **Name & signature:** |  |
| **Date & duration of visit:** |  |

**To be completed by the staff member responsible for the Student**

|  |  |
| --- | --- |
| **I have shown the Student the following (please tick):** | |
| Location of closest internal Emergency Assembly Point |  |
| First Aid Room |  |
| Bathrooms (including disabled bathroom) |  |
| Kitchen |  |

**I acknowledge that I am responsible for the Student whilst they are at Telethon Kids Institute and I will attend to their safety by making sure I am with them (or know where they are) at all times.**

|  |  |
| --- | --- |
| **Responsible staff member name & signature:** |  |
| **Date:** |  |

Students will need to be taken to the Facilities Team, Level 7 East, to obtain a lanyard, access card and present this form.

Facilities, please send the form to[workplacesafety@telethonkids.org.au](mailto:workplacesafety@telethonkids.org.au)