



ASSOCIATION OF TOURIST & HERITAGE RAIL AUSTRALIA

ABN 19 755 744 868

ATHRA ALERT #43 – June 2009 Lesson Plans and Checklists Draft Documents for Review

A series of seven Draft Lesson Plans, Checklists and supporting documentation are now available for review from the ATHRA website at: www.athra.asn.au/training.htm

These packages have been developed by David Rumsey & Associates, a Training Development Consultant through funding provided to ATHRA by the former Standing Committee of Transport - Rail Group. Many rail heritage organisations contributed their documents to David and ATHRA thanks them for their valuable input.

The documents have been prepared for a generic situation or vehicle and will need to be tailored to your operational procedures and fleet. Guidelines are provided to enable this customisation. They each comprise seven different elements, though with some overlap:

- Mentors Guide
- Lesson Plan and Workbook
- Knowledge Checklist
- Mentors Q&A
- Performance Checklist
- Customisation Guidelines
- Tram Driver Competency Units – Lesson Plan and Workbook Map.

The Competency units have been mapped against the Transport and Logistic Training Packages for the various tasks.

Requested Actions:

1. Distribute this Alert to those people within your organisation responsible for the management of training within your organisation and for the management of your Rail Safety Management System.
2. Provide feedback to the ATHRA Secretary on these documents by **16th August 2009** (e-mail secretary@athra.asn.au)