



CONNEXIS
INFRASTRUCTURE TRAINING



2025 Event Agenda

Schick Civil Construction and Downer – Porirua - In partnership with Connexis

All events will be hosted at the Host Company's premises in partnership with Connexis.

Date of Event:	12 June 2025
Time:	9.30am - 2.00pm
Host Company Contact:	Nicki O'Sullivan nicki.osullivan@schick.co.nz 0274 189 826
Address of Event:	Porirua WWRT – Downer Site Station Road, Porirua, Wellington
Site Manager:	TBC
Onsite medical Officer:	TBC
Health & safety person on site for the event:	TBC
Medical Centre:	TBC
Event Capacity:	20 Pax max 15 Students, 2 Teachers, 2 Connexis Staff
PPE Gear Required:	Students are to wear Long Sleeve Tops, Long Pants, Closed in Shoes/Footwear. Warm Clothes. Raincoat/Jacket No Crocs
PPE Gear Supplied by Host Company:	Schick Civil Construction and Downer will supply PPE Gear required. Connexis will supply Hi-Vis Vests
Connexis Customer Service Manager attending:	
Connexis Staff attending:	
What does the event look like:	<ul style="list-style-type: none"> • Brief introduction to the project Overview of key roles in construction and infrastructure. • Explanation of how the project was designed and the planning process. Walkthrough of the large site layout displayed on the wall, demonstrating key project components. Discussion on engineering, project management, and decision-making processes. • Guided tour of the site to observe different work phases in action. Explanation of current site activities and safety procedures. Q&A with on-site professionals. • PKS representative to explain key aspects of pipe manufacturing. Discussion on material selection, production techniques, and quality control. • Casual networking lunch with industry professionals. Discussion on pathways into the construction sector and opportunities for women in the industry.
Health & Safety Plan:	On last page

2025 EVENT TEMPLATE
Schick Civil Construction and Downer – Porirua
12 June 2025

Time	Activity (Guide Only)	Who's Responsible
9.30am	Students arrive on site. Register Hand out lanyards, Hi-Vis Vests, Check PPE, Hand out PPE Gear if supplied by Host Company. *Light morning tea on arrival if Host Company feels this is important	Schick Civil Construction and Downer Connexis
9.45am	Host Company Welcome Introduction, About, Health and Safety for site	Schick Civil Construction and Downer
9.55am	Connexis Presentation Introducing Girls with Hi-Vis® This is important as it sets the scene about what the event is about.	Connexis
10.00am	Hear from Women in the Industry / Company What they love about their jobs, their journey to this role, what they would encourage students to take away from the day.	Schick Civil Construction and Downer
10.15am	Rotation 1 - Break out into groups to do hands on activities	Schick Civil Construction and Downer
	Group one: (TBC)	
	Group two: (TBC)	
	Group three: (TBC)	
11.00am	Rotation 2 - Break out into groups to do hands on activities	Schick Civil Construction and Downer
	Group one: (TBC)	
	Group two: (TBC)	
	Group three: (TBC)	
11.45am	Lunch Break Lunch is supplied by Host Company	Schick Civil Construction and Downer
12.15pm	Rotation 3 - Break out into groups to do hands on activities	Schick Civil Construction and Downer
	Group one (TBC)	
	Group two: (TBC)	
	Group three: (TBC)	
12.45pm	What Next Host Company to explain what roles there are within the industry / their business and how they can go about applying for these. Does the Host Company offer Gateway, Cadetships, Work Experience, Apprenticeships	Schick Civil Construction and Downer
1.00pm	Connexis Training Pathways. Gateway and opportunities Survey	Connexis
1.15pm	Wrap up Q&A	Schick Civil Construction and Downer
1.30pm	Presentations MVP Award, Group Photo, hand out support packs	Schick Civil Construction and Downer Connexis
2.00pm	Close and Students Depart	

2025 RISK ASSESSMENT

The following Risk Assessment and Mitigation Plan (RAMP) relates to the site where the event will take place. The Event risks have been assessed and rated as per the following 3 tables; these ratings have then been applied in the RAMP.

Likelihood – Table 1

Descriptor	Description
<i>Rare</i>	The risk may only occur in exceptional circumstances
<i>Unlikely</i>	The risk could occur at some time
<i>Moderate</i>	The risk will occur at some time
<i>Likely</i>	The risk will occur in most circumstances
<i>Almost certain</i>	The risk is expected to occur in most circumstances

Consequences – Table 2

Descriptor	Description
<i>Minor</i>	First aid treatment only
<i>Moderate</i>	Medical treatment required (paramedic or ambulance)
<i>Major</i>	Extensive injuries
<i>Catastrophic</i>	Fatality

Level of risk – Table 3 (likelihood multiplied by consequences)

Likelihood | Consequences

	<i>Insignificant</i>	<i>Minor</i>	<i>Moderate</i>	<i>Major</i>	<i>Catastrophic</i>
<i>Rare</i>	L	L	M	S	S
<i>Unlikely</i>	L	L	M	S	H
<i>Moderate</i>	L	M	S	H	H
<i>Likely</i>	M	S	S	H	H
<i>Almost certain</i>	M	S	H	H	H

H	High Risk
S	Significant Risk
M	Medium Risk
L	Low Risk

Schick Civil Construction and Downer – Porirua

2025 RISK ASSESSMENT

The following controls will ensure safety and compliance with workplace health and safety standards:

- Supervision: A minimum of one site supervisor per group, plus teachers/school staff to accompany students.
- Restricted Access: Visitors will only enter designated safe zones, guided by a supervisor at all times.
- Briefing & Induction: A safety briefing will be conducted before site entry, covering hazards, PPE use, and emergency procedures.
- PPE Requirements: All visitors must wear appropriate PPE to enter the site.

Site Induction & Hazard Identification

Before accessing the site, all visitors will undergo a Site Induction covering:

- General Site Rules – No unauthorized movement, follow site supervisor's instructions.
- Key Hazards – Moving machinery, uneven ground, noise, trip hazards.
- Restricted Areas – Clearly marked zones where entry is prohibited.
- Emergency Procedures – Evacuation points, evacuation plan, and first aid locations.

Emergency Procedures to include

Emergency Contacts:

- First Aid Officer on Site
- Nearest Medical Facility
- Emergency Services: Dial 111

Emergency Response Actions:

- Fire or Evacuation: All visitors must proceed to the designated muster point. Roll call will be conducted to ensure all participants are accounted for.
- Injury or Medical Incident: First aid responders on site will assess and provide necessary care. If required, emergency services will be contacted.
- Lost or Separated Visitors: Groups will stay together at all times. In case of separation, students should remain in place and contact their site supervisor immediately.

Supervision & Behaviour Expectations

- Group Supervision: Students will be divided into small groups, each assigned to a supervisor.
- Site Conduct: No running, touching equipment, or leaving designated areas.
- Mobile Phone Use: Limited during site tour for safety reasons.