

PHYSICAL RESOURCE REQUIREMENTS

THIRD-PARTY PHYSICAL RESOURCES

As the Registered Training Organisation (RTO), Binnacle Training is responsible for systematically monitoring that all third-party schools uphold the physical resource requirements—including facilities, equipment, and access to clients—specific to each program being delivered.

A GUIDE TO SHOWING YOUR PHYSICAL RESOURCES

To help us confirm you have a great learning environment for your students, you will be provided with a form to submit physical evidence of your facilities and equipment. The goal is to demonstrate that your resources are suitable, safe, and ready for training.

We have simplified the requirements below:

1. Learning Space and Equipment

Please provide clear photos or a short video showing:

- The main training facilities and areas that students will use.
- The key pieces of equipment required for the training program (checklists are provided below).

This helps us verify that the space is appropriate and that you have sufficient equipment for your students.

2. Safety and Quality

When capturing your photos or video, please ensure you:

- Show that your equipment is modern and in good working condition.
- Include examples of your safety measures, such as machine guards, clear signage, or tidy workspaces.

SPORT, FITNESS & RECREATION

BUSINESS & TOURISM

FIRST AID & CPR



Binnacle
Training

RTO CODE 31319

PHYSICAL RESOURCE REQUIREMENTS

SPORT, COACHING AND RECREATION PROGRAMS

EQUIPMENT

- Personal computers with word processing software (e.g. Microsoft Office - documents, spreadsheets and presentations), internet access and browser, PDF reader, email application, and ability to record/upload photo and video evidence.
- Activity-specific resources and equipment appropriate for: one or more specific sports plus one or more specific recreation (non-sporting) activities.
- Repair equipment and maintenance tools, equipment, and consumable resources (e.g. ball pumps, cleaning equipment); including access to: manufacturer instructions for repair and maintenance of activity equipment, template repair and maintenance records, reports and fault.

EMERGENCY EQUIPMENT

- Workplace Health and Safety (WHS) equipment and resources, including Personal Protective Equipment (PPE) relevant to the workplace.
- Communication equipment (e.g. mobile phone, two-way radio) for emergency response.
- First aid kit - equipment and consumables suitable to replicate industry standards of operation.
- Emergency and rescue equipment specific to the recreation activity and environment – including, but not limited to, communication equipment, PPE, whistles/torches.

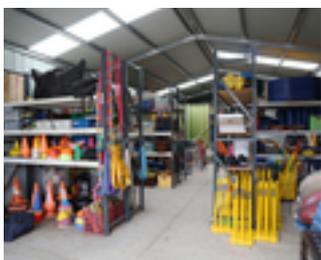
FACILITIES / PEOPLE

- Sport-specific training or competition environment e.g. facilities such as sporting fields, sports halls.
- Facilities and events where a range of sport-specific officiating and coaching activities can be conducted by students.
- Access to individuals (these individuals may be class peers who participate in simulated activities, set up for the purpose of assessment) with whom the student will interact to respond to conflict.
- Access to 'coach supervisors and foundational level participants'.
- Access to 'as primary school (or junior secondary) participants' for the two consecutive community sessions.

POLICIES AND DOCUMENTATION

- Workplace Health and Safety (WHS) emergency response and first aid procedures for one or more specific sports.

EVIDENCE REQUIRED FOR SUBMISSION TO BINNACLE TRAINING



Evidence of Sport and Recreation Equipment (photo inside sports storage room/shed).



Evidence of strength and conditioning equipment.

PHYSICAL RESOURCE REQUIREMENTS

FITNESS PROGRAMS

EQUIPMENT

- A first aid kit.
- Key health and safety equipment and/or aids.
- A variety of exercise equipment (including those for resistance, flexibility, cardio training, and strength training).

FITNESS ASSESSMENT EQUIPMENT

- Tape measures (such as a stadiometer to measure height).
- Sit and reach tools.
- Stationary bicycle, treadmill or rowing ergometer.
- Heart rate monitors.
- Blood pressure monitor.
- Body weight scales.
- Stop watches.

FACILITIES / PEOPLE

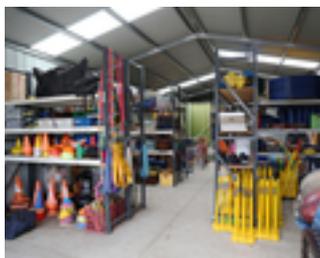
- An operational gym.
- Adequate space to cater for groups/multiple trainers (indoors and outdoors).
- Offer or have access to Fitness-related programs and services.

FITNESS PHYSICAL RESOURCES REQUIRED FOR PROJECTS

You'll be required to have access to each of the following client groups:

- Female or Male adults (18+) e.g. Students (who are 18+), School Staff Members (who are 18+). Parents/Relatives (who are 18+). Community Members (who are 18+).
- Older adult clients (55+) e.g. School Staff (who are 55+). Parents/Relatives (who are 55+). Community Members (who are 55+).

EVIDENCE REQUIRED FOR SUBMISSION TO BINNACLE TRAINING



Evidence of Sport and Recreation Equipment (photo inside sports storage room/shed).



Evidence of strength and conditioning equipment.



Evidence of fitness facilities or school gym.



Evidence of cardiovascular equipment. (photo of cardio equipment in school gym).

PHYSICAL RESOURCE REQUIREMENTS

BUSINESS AND TOURISM PROGRAMS

EQUIPMENT

- Personal computers with word processing software (e.g. Microsoft Office - documents, spreadsheets and presentations), internet access and browser, PDF reader, email application, ability to record/upload photo and video evidence.
- Presentation equipment used to present information to a group e.g. audio-visual equipment.

FACILITIES / PEOPLE

- Simulated or real workstation for practical projects and observation assessment related to WHS and ergonomics.
- Suitable facilities and functional spaces for hosting events and practical projects e.g. expos, market stalls.
- Access to 'customers' for events and projects.

DOCUMENTATION AND POLICIES

- Access to school workplace health and safety (WHS) and risk management procedures.
- Key health and safety equipment and/or aids.

EVIDENCE REQUIRED FOR SUBMISSION TO BINNACLE TRAINING



Simulated office used for training and assessment (MUST include ergonomic layout and furniture).



Simulated travel office used to train and assess students in role plays (MUST include a customer service desk).

PHYSICAL RESOURCE REQUIREMENTS

FIRST AID PROGRAM

CPR EQUIPMENT

- Adult CPR Manikins (1 per 4 students required).
- Infant CPR Manikins (1 per 4 students required).
- Automated External Defibrillator (AED) Trainer (1 per 4 students required).
- CPR Face Shield or Clean Face (1 per student required).

ASTHMA AND ANAPHYLAXIS EQUIPMENT

- EpiPen Trainers (1 per 4 students required).
- Asthma Puffers - Placebo (1 per 4 students required).
- Asthma Spacers (1 per 4 students required).
- Asthma Spacer Mouthpieces (1 per student required).

GENERAL EQUIPMENT

- Resources used for creating simulated environments containing hazards for conducting observation assessment.
- First Aid Kit - Workplace Compliant and Fully Stocked (1 per class).
- Triangular Bandages (1 per student required).
- Roller Bandages (1 per student required).
- Alcohol Wipes (1 tub per session required).
- Gloves S, M, L (1 box of each size required).
- Spare Clean Bandage/Slings (assortment).
- Pillows and Blankets (assortment).

EVIDENCE REQUIRED FOR SUBMISSION TO BINNACLE TRAINING



Evidence of BOTH adult and infant manikins.



Evidence of AED Training device. (Images of real AED devices will not be accepted - must be a training device)



Evidence of EpiPen trainer and asthma inhaler trainer (placebo). Images of real devices will not be accepted - must be training devices)