

STURT  
SCHOOL FOR WOOD



2009

STUDENT PROSPECTUS

## Prospectus 2009

For the past twenty-two years, the Sturt School for Wood has run a unique one year full time fine woodworking course attracting students from all over Australia. The object of this specialised course is to provide the learning environment, facilities and tuition needed to enable highly motivated students to achieve the wide range of skills and experience necessary to survive and develop as designer/makers of fine furniture. The full time course is currently accredited at VETAB Certificate IV level. A copy of the curriculum is included in this prospectus.

**THE LEARNING PROCESS** is based on a series of modules with defined learning outcomes which must be successfully completed to achieve certification. The majority of the teaching takes place in the workshop with the individual, as the need arises. Initially, projects are tightly defined but as the course progresses the briefs become broader and participants are required to design all of their projects.

By fully utilising the facilities and meeting the challenges presented, students are given the opportunity to gain a sound foundation in a wide range of fine woodworking skills. This approach however, requires a high degree of motivation and personal commitment from each student. The end results are directly proportional to the individual's application and full utilisation of the resources available.

It is appreciated that one year is insufficient time in which to master any craft. However, during that time a great deal can be achieved towards establishing good safe workshop practice, learning the necessary theory and design, and practising the skills associated with a range of fine woodworking activities.

The Sturt School for Wood is part of Winifred West Schools which includes Frensham and Gib Gate Schools.

**AT THE END** of the year students should have achieved three major objectives:

Firstly, they should have gained a sound theoretical and practical groundwork in the practice of fine woodwork.

Secondly, they should have developed a greater awareness and understanding of design principles.

Finally they should have begun to establish an individual philosophy towards their own work.

In offering this year of training our aim is to help students develop their skills and knowledge to the level that will enable them to continue working competently and professionally.

**LOCATION** The school is currently housed in a single story white weatherboard clad building set in the grounds of the Sturt Craft Centre. Sturt is a multi disciplinary crafts centre with a commitment to excellence in crafts practice and education. It contains workshops, studios and teaching facilities for woodwork, pottery, fibre, and jewellery. There is also a large retail crafts shop and an exhibition gallery.

It is 120 kilometres south of Sydney. (About an hour and a half drive from the centre of Sydney and two hours from Canberra.) There is a train service and all students qualify for a student rail pass.

**WORKSHOP** The building contains separate well equipped handwork and machine shops, a common room and an office. The interior space is well lit, insulated and provided with efficient central heating for the winter months. The machine shop was totally rebuilt and expanded in 2003.

Students are expected to maintain both their own workspace and the workshop in general, in a clean and tidy condition.

No pets are permitted at the school at any time.

**FIRST AID** All students will be given comprehensive first aid training relevant to working with woodworking machinery early in first term.

**DURATION** The training will take one year, requiring attendance for 41 weeks, five days each week, minimally from 9.00am to 5.00pm each day. The year is divided into four terms. Term dates for the coming year are attached.

**TOOLS** Each incoming student will be required to have the following hand tools and equipment:

- Block plane - With adjustable mouth
- Japanese style crosscut saw
- Set of chisels
- Engineers squares - 3" and 6"
- Spokeshave - Flat faced
- Sliding bevel
- Triangular section, needle pointed file
- Vernier calipers
- Waterstones
- Organic vapour respirator
- Pattern maker's rasp

***Any or all of the above listed tools may be purchased through the school.***

Students will be expected to **organise themselves**, the following items:

- Stanley or Record No 5 1/2 or 6 plane
- Hammer
- Steel rulers - 150mm, 300mm and 600mm
- Earmuffs and eye protection
- Two rolls masking tape, two rolls double sided tape, two rolls brown packaging tape
- Angle poised desk lamp
- Warding file
- Pair of compasses
- 45 deg. set square, 30-60-90 deg. set square
- 1/8", 1/4", and 3/8" straight router bits with 1/4" shanks
- 1/2" flush trim router cutter with 1/2" shank
- Set of imperial drill bits and countersink bit
- Straight & Phillips head screwdrivers

**MATERIALS** During the initial stages of the course, when all students are undertaking projects of a similar style and scale, the timber will be provided at no extra cost. From the commencement of the *Furniture Construction 1* module however, when projects requiring widely variable amounts of timber begin to be developed, students will be required to source and purchase all their own timber. Abrasives, screws, adhesives and lacquer/oil are provided within the fees. Other consumables required are not covered by the course fees.

Students are at liberty to undertake commission work in the workshop during the year on the understanding that ALL materials must be paid for.

Materials for major exhibition pieces at the end of the year are to be paid for by the student.

**MACHINERY** The machine shop contains the following equipment:

- Jointer. Invicta-Delta - 1800mm bed
- Thicknesser. Wadkin 12"
- 3 Bandsaws: 700mm, 600m, and 300mm
- 3 Pillar drills
- Square chisel morticer
- Disc sander with 960mm disc
- Lathe
- Table saw. Invicta-Delta. RT30
- Oscillating edge sander
- Oscillating spindle sander
- Tormek wet grinder
- Router table

Machines that are sharp and well maintained not only produce better results but are safer and easier to use. As part of their training, and as the need arises, students will be expected to clean, sharpen and maintain the above equipment.

**PHOTOGRAPHY** The campus includes a photographic facility with softbox flash and backdrops. Students will be instructed on the use of this equipment and will be required to complete a portfolio of their work as part of the course. Students are encouraged to bring their own digital or 35mm cameras.

**EXTRA MURAL ACTIVITIES** To broaden students' horizons and provide additional perspectives, visits are organised to other workshops, exhibitions, factories, museums and other places of interest. This is not a set programme and is dependent on the availability of venues and exhibitions and their relevance to the training.

**EXHIBITION** At the end of the year, students are required to produce a major work for exhibition, and also to take on the responsibility, as a group, of organising all aspects of the exhibition.

**ACCOMMODATION** The tuition fee does not include accommodation costs. Students wishing to organise share accommodation can be put in contact with each other.

**APPLICATION AND FEES** Application for admission may be made at any time during the year. When applying, applicants are asked to provide a comprehensive C.V. This should include:

- Date of Birth
- Personal interests
- Formal qualifications
- Employment history
- Brief portfolio of any work in a creative field

Particularly relevant are your reasons for seeking this training. The total fee for the course is \$14,250. Fees are due at the end of the first week of each term. GST is not applicable. Upon acceptance, a booking fee of \$1,425 will secure a place for the coming year. This deposit is held, without interest payable until the last term at which time it is offset against fees owed for that term.

**RECOGNITION OF PRIOR LEARNING** The Sturt School for Wood acknowledges the recognition of prior learning in some circumstances. Acceptance of applicants for the course requesting such recognition would depend on evidence of completed appropriate training and outcome of interview.

**CERTIFICATION** Successful completion of all required modules of the course results in the award of a VETAB accredited Certificate level IV in Fine Woodworking. However, it is felt that the most meaningful proof of one's ability is the presentation of completed works. With this in mind, students are encouraged to keep all projects completed during the year.

# Curriculum

## GENERAL COURSE OUTLINE

### TERM 1

Initially, information concerning various topics is delivered in the form of workshop based lectures. Participants are then assigned a number of set projects designed to develop skills, with both hand tools and machinery, to a high level.

Items manufactured are expected to be of the highest standard from the outset. Design input is minimal. Technical drawing in the form of practical drawing lessons is introduced.

### TERMS 2 & 3

Participants are required to design pieces which will require the incorporation of set techniques. A given piece may incorporate more than one of these processes. Design development is a major component of these terms. Technical drawing continues both in formal lessons and as part of individuals design development, as the need arises.

Towards the end of term 3 participants are given an open brief to design and manufacture a piece or pieces to submit for the exhibition at the end of the course. Design work, sourcing of materials and technical drawing for this project are started.

### TERM 4

Manufacture of final exhibition occupies most of this term. Students are also required to organise all aspects of this exhibition. A complete record of this project must be made including photographic documentation. The work should illustrate the participant's awareness and understanding of design principles. All students must also complete a portfolio and C.V.

## DETAILED STRUCTURE

### MODULES

#### **SSFW1            Health and safety**

To develop a knowledge of the potential hazards associated with woodworking and ensure that the participant establishes an appropriate attitude to health and safety issues.

#### **SSFW2            Wood**

To develop a knowledge of the nature of timber as a material and the way it is milled and marketed.

#### **SSFW3            Technical Drawing**

To develop the technical drawing techniques required by the fine woodworker.

#### **SSFW4            Fixings and Adhesives**

To develop a knowledge of the types of fixings and adhesives available to woodworkers and skills in their use.

#### **SSFW5            Hand Tools and Portable Power Tools**

To develop the skills, knowledge and attitudes to identify, set up, use and maintain the primary hand tools and portable power tools used by the fine woodworker. The skills development will be extended to include the concept of 'tuning' a tool .....that is having the tool working at its full potential by ensuring that each individual component of the tool is functioning and adjusted correctly.

**SSFW6      Wood Machining**

To develop skills, knowledge and attitudes required to identify set up, maintain and safely operate basic types of woodworking machinery.

**SSFW7      Design Concepts**

To develop the skills, knowledge and attitudes required in applying design concepts to fine woodworking.

**SSFW8      Furniture Construction 1**

To develop skills and knowledge concerning the principles of solid timber construction.

**SSFW9      Tambours**

To develop skills and knowledge in the field of tambour construction.

**SSFW10      Veneering**

To develop skills and knowledge in the use of veneers.

**SSFW11      Curved Construction**

To develop skills and knowledge in the design and construction of woodwork pieces containing curved elements.

**SSFW12      Furniture Construction 2**

To develop skills and knowledge in the design and manufacture of a 'major' piece of woodwork for exhibition.

**SSFW13      Professional Practice**

To provide skills and knowledge to enable students to promote their work in the marketplace.

# **CODE OF PRACTICE**

## **Legislative Requirements**

All relevant Commonwealth and State legislative and regulatory requirements will be followed. These include the *Anti Discrimination Act 1977*, the *Sex Discrimination Act 1984*, the *Occupational Health And Safety Act 2000*, the *Federal Privacy Act 1988*, and the *Privacy And Personal Information Act 1998*.

## **Client recruitment, selection and admission processes**

Recruitment of all clients will be undertaken in an ethical and responsible manner. Offers of course placement will be based on an assessment of the extent to which the aspirations and proficiencies of the client are matched by the educational opportunity offered.

## **Training Delivery Procedures**

The Sturt School for Wood will adopt policies and management practices which maintain high professional standards in the delivery of education and training services, and which safeguard the educational interests and welfare of clients. The school will provide adequate facilities to deliver the nominated course and use methods and materials appropriate to the learning needs of clients. A learning environment that is conducive to success will be maintained at all times. The school will ensure that all staff involved will be suitably qualified and will provide training of such staff as required.

## **Assessment Procedures**

Assessment will be conducted in accordance with the National Assessment Principles endorsed at the National Training Framework Committee meeting in May 1998. Qualifications will be based on specified competencies agreed to by the appropriate industries. All assessment will be undertaken by a qualified assessor. Assessment processes will be valid, reliable, flexible and fair. A client may appeal in writing to the Head of Sturt against an assessment decision. A suitably qualified independent assessor will then be called to review the decision. Should the matter still be unresolved it will be forwarded to the Head of Winifred West Schools.

## **Client Fees and Charges**

The financial relationship between the client and Winifred West Schools Limited is set out in the Application for enrolment (form 1a), which is signed by both the Head Winifred West Schools, and the client upon application. A copy is held by the client.

## **Client Welfare and Guidance**

Winifred West Schools has 24 hour a day registered nursing care and access to counselling services will be provided as appropriate.

## **Occupational Health and Safety**

All relevant principles of the *Occupational Health And Safety Act 2000* will be observed so that clients may study and work in a healthy and safe environment.

## **Marketing of Training Services**

All marketing conducted by the school will be conducted with integrity and accuracy and within the guidelines found in section 22 of the Vocational Education and Training Accreditation Act 1990.

## **Grievance Procedure**

Grievance procedures incorporate both formal and informal mechanisms for the resolution of grievances. In the first instance clients are encouraged to discuss and resolve grievances with the course instructor. In the event of an unresolved outcome the client shall put the grievance in writing, stating clearly their desired resolution of the issue, and forward it to the Head of Sturt who will arrange a meeting within 72 hours. Should the matter still be unresolved it may be forwarded to the Head of Winifred West Schools. Any formal complaint of discrimination or harassment must be made to the Head of Sturt. All persons involved in these procedures will adhere to principals of natural justice and procedural fairness respecting confidentiality. Detailed procedures and relevant forms are to be found in the student handbook. A written report stating the outcome of any grievance procedure will be forwarded to the complainant.

## **Access And Equity**

### **Your Rights and Obligations**

The Sturt School for Wood aims to provide students with the opportunity to study, learn and develop skills in a safe and supportive educational and social environment. As a student you have rights and responsibilities. Under the Anti-Discrimination Act 1977, it is against the law in NSW to discriminate against people on the grounds of:

- sex (including sexual harassment or pregnancy)
- age
- disability (includes past, present or possible future disability)
- race, colour, ethnic or ethno-religious background, descent or nationality
- marital status
- homosexuality
- gender identification

Detailed procedures for lodging a complaint may be found in the student handbook

## **Recognised Prior Learning (RPL)**

Sturt School for Wood recognises the AQF qualifications and Statements of Attainment issued by other Recognised Training Organisations. Acceptance of such students would be on the basis of evidence of completed modules, as well as interview. Acceptance of incoming students with RPL from other courses would depend on whether there were any vacancies in the Sturt course. Sturt School for Wood takes a maximum of twelve students and is often full at the commencement of the scholastic year. Sturt School for Wood has created its own modules specific to Certificate IV in Fine Woodwork. There are no formal pathways between Sturt School for Wood and other course providers.

## ENQUIRIES

John Gallagher  
Sturt School for Wood  
Tel 02 - 48602090  
Fax 02 - 48602081  
email: [jgallagher@sturt.nsw.edu.au](mailto:jgallagher@sturt.nsw.edu.au)

Postal:  
PO Box 34 Mittagong NSW 2575

Location:  
Cnr. Range Rd and Waverley Pde  
Mittagong NSW  
Australia

**[www.sturt.nsw.edu.au](http://www.sturt.nsw.edu.au)**

## ADFAS BURSARY

The Berrima and District branch of the Australian Decorative and Fine Arts Society has again offered to sponsor a scholarship in 2009 for a \$3000 reduction in school fees at the Sturt School for Wood. ADFAS is keen to promote fine craft in the Southern Highlands and the scholarship is a manifestation of this commitment. All Australian residents offered a position in the course are encouraged to consider this opportunity. Applicants for the award will be interviewed by the ADFAS committee shortly after commencement of the course.

Contact Megan Patey for scholarship details  
tel 02 48602080  
email [mpatey@sturt.nsw.edu.au](mailto:mpatey@sturt.nsw.edu.au)

## TERM DATES 2009

### Term 1

Commence: Tuesday 27th Jan  
End: Thursday 9th April

### Term 2

Commence: Monday 20th April  
End: Friday 3rd July  
No classes: Monday 8th June Queen's Birthday

### Term 3

Commence: Monday 20th July  
End: Friday 2nd Oct

### Term 4

Commence: Mon 12<sup>th</sup> Oct  
End: Friday 4th December

End of year graduate exhibition: Saturday November 28th until  
**Sunday December 13th**

## **JOHN GALLAGHER**

After graduating from school, John Gallagher took on a range of occupations including mechanics and hospitality, while always having an interest in design and the practical skills of woodworking.

John moved to the Southern Highlands from Sydney to study the full time course at the Sturt School for Wood, graduating at the end of 2003. In 2004 John established Piece Contemporary Fine Furniture in Mittagong. He is a designer maker of commissioned fine furniture pieces and limited release production furniture. He has created pieces and installations for both commercial and domestic customers locally, in Sydney and interstate.

In the past five years, John has also taught fine woodworking, both at Sturt, in evening classes, in the Sturt Summer School, at the Sturt School for Wood, and for Lidcombe TAFE, Sydney. John Gallagher is a gifted teacher and an experienced designer and a maker of quality woodwork. It is the combination of these skills, which John will bring to his teaching at the Sturt School for Wood in 2009.

## **NIKLAVS RUBENIS**

Niklavs Rubenis is an honours graduate from the Furniture/Wood Workshop, Australian National University, where he studied under Dr Rodney Hayward.

His work is characterised by fusing traditional woodworking techniques with new technologies and he has exhibited widely both locally and overseas.

Niklavs' designer/maker practice and industry experiences are broad and he brings this to his teaching at the Sturt School for Wood in 2009.

**STURT** is a multi disciplinary crafts education centre established in 1941 by Winifred West, the founder and first headmistress of Frensham School. It is an educational environment with a long commitment to excellence in crafts education and practice. Being completely independent of the State or Federal educational system, it is possible to maintain great flexibility in meeting the complex individual needs of students and practising craftspeople in a range of media.

The Sturt campus incorporates studios, workshops and some teaching facilities for fine woodworking, ceramics, weaving and jewellery and metals. There is also a large retail crafts shop, an exhibitions gallery, a cafe and an accommodation unit for visiting artists. Besides teaching in their specific discipline, students are encouraged to develop skills in photography in the well appointed photographic studio.

The complex stands on over four hectares of beautiful gardens, originally designed and planted by Winifred West.

Sturt is non profit institution, depending on fees and donations for its maintenance and development.

# Winifred West Schools Limited

## APPLICATION FOR ENROLMENT (Form 1A)

In the Certificate IV in Fine Woodworking course at the

## Sturt School for Wood

NAME.....

ADDRESS.....

.....

.....POSTCODE.....

TELEPHONE NUMBER.....

YEAR OF ENTRY      2009

I wish to apply for enrolment for the forthcoming year in the full time course offered by Winifred West Schools Limited ("the School") at the Sturt School for Wood. In making this application for enrolment I accept, and agree to be bound by, the following terms -

- (1) should my application for enrolment be accepted, I shall be liable for the payment of a non refundable deposit of \$1,425 within seven (7) days of such acceptance;
- (2) upon commencement of the course I shall be liable for the full years fees of \$14,250;
- (3) such fees may be payable in three equal instalments payable no later than 7 days before the start of each term. The enrolment deposit will be deducted from the final payment;
- (4) in the event that the tuition fees or any part thereof are not paid by me in accordance with paragraph (2) I may be stood down until the arrears are paid in full;
- (5) in the event that I do not complete, or withdraw from, the course for any reason, then -
  - (a) if I have paid the whole of the years tuition fees I understand I shall not be entitled to the refund of those fees or any part of them; or
  - (b) if I have been chosen in accordance with paragraph (2) to pay the fees by instalments, I shall be liable to pay in full the balance of the fees incurred by me and outstanding;

and I understand that the reasons for the above conditions (a) and (b) of this paragraph are that there are a very limited number of places available at the School. Should any student withdraw, the School would be considerably disadvantaged, financially. Due to the structure of the course, it is not practical to enrol new students at any time after the course has commenced;

- (6) I shall be billed at the end of each term with an account for disbursements and out-of-pocket expenses paid by the School for, or on, my behalf and I shall pay such within 7 days before the commencement of the following term, or if such disbursements or out-of-pocket expenses were paid or incurred during my final term, within 7 days of my receiving an account for them;
- (7) the School reserves the right to demand my withdrawal at any time if my general conduct or my attitude to work or performance is not satisfactory, or if I have failed to meet the financial obligations required in paragraphs (2), (3), (4) and (5);
- (8) if at the time of making application for enrolment the student is under the age of 18 and if the student wishes to make payments by instalments then the student will be required to provide a suitable person who will guarantee the obligations of the student hereunder;
- (9) any of my possessions or those of any other person which I take to, or leave at the School premises, are taken or left entirely at my own risk and if such possessions are lost, destroyed, stolen while on the School premises, I shall not be entitled to make any claim against the School or Winifred West Schools Limited for them.

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Signature of Student

.....

Date

.....

Head Winifred West Schools

Please attach to your application a comprehensive C.V.  
(see *Application and Fees* section of Prospectus for details)