



STURT GALLERY & STUDIOS

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STURT SCHOOL FOR WOOD

Sturt School for Wood

MSF40222 Certificate IV in Furniture Design and Manufacturing – 1 Year full time fine woodworking course



PROSPECTUS

Since 1985, the Sturt School for Wood has delivered a specialist one year full time fine woodworking course. The course in that time has attracted students from all across Australia. The intention of the course is to provide students with opportunity, facilities and teaching to acquire the practical skills, underpinning knowledge and relevant experience necessary to enable highly motivated students to enter the furnishing industry as independent designer/makers of fine furniture. The full time course incorporates a nationally recognised Australian Qualifications Framework accredited Certificate IV level qualification. A copy of the curriculum is included in this prospectus.

THE CURRICULUM is competency based and comprises a minimum of nineteen units of competency. Each unit contains a number of well-defined elements of competency. These elements of competency are further broken down into discreet individual performance criteria. The units are assessed and recorded as competent or not yet competent. To complete the course and to receive certification each student must be deemed competent in a minimum of nineteen units.

The teaching strategy adopted by the wood school is one that is student centred with the majority of the teaching and learning taking place in the teaching workshop or the adjoining fully equipped machine room. In the initial stages of the course the students undertake projects with well-defined outcomes. The focus of these projects is to build underpinning core skills which form a necessary foundation for the later more advanced projects. As the course progresses the projects become much broader in terms of individual design and expression. They are frequently structured around a process or technique of furniture construction. These projects provide students with the opportunity to develop their design and increase their skills and knowledge as craftspeople. The final projects for the year have been developed to give students the opportunity to define, design, document and construct a significant piece of fine furniture.

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 industry best practice 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 Frensham 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 and practice.

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 after leaving the course.

LOCATION

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

The school is located in Mittagong, 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 is provided with efficient central heating for the winter months and air conditioning for the summer. The machine shop was totally rebuilt and expanded in 2003.

As part of the course students are required to maintain both their own workspace and the workshop in general, keeping it in a clean and tidy condition.

The school does not permit pets on its premises at any time.

FIRST AID

All students will be given first aid training relevant to working with woodworking tools and machinery early in first term.

DURATION

The training will take one year, requiring attendance for 40 weeks, five days each week, minimally from 9.00am to 5.00pm each day. The year is divided into four terms. Each normal 5 day week is comprised of 4 full teaching days and one day of research/assessment/maintenance/cleaning. In all cases students are expected to contribute hours in excess of core hours to their projects.

TOOLS

Each incoming student will be required to have the following hand tools and equipment at the start of term 1:

- Ear muffs
- Safety glasses
- Covered Shoes
- Dust Mask – Level 2
- Steel rulers 150mm, 300mm & 600mm (metric only)
- Digital Vernier calipers
- Tape measure – metric
- 5mm clutch pencil, Scientific Calculator, eraser, pencil sharpener, pencils HB, 2B & 6B, pen and exercise book/visual diary

Students will be expected to obtain the following additional items as required (most of these can be discussed with your 1st Term tutor and be purchased at the Tools & Techniques weekend on the 2nd weekend of term 1):

- Bench plane #5 (2nd hand Stanley or Record or new Woodriver, HNT Gordon, Veritas or Lie Nielsen)
- Veritas rip carcass saw 12 tpi from Carbatec or similar
- Set of good quality chisels (3,6,12,20,25mm)
- Engineering square – 150mm
- Waterstones, 800, 1200 and 4000 or 6000 grit plus Nagura stone and Tormek honing paste
- Low angle block plane - with adjustable mouth (HNT Gordon, Veritas or Lie Nielsen)
- Cabinet scraper – rectangular
- 150mm-200mm flat file warding or bastard
- Spokeshave – curved or flat faced
- Sliding bevel
- Marking knife – Pfeil violin makers 15mm or Japanese style – no handles
- Pattern maker's rasp No. 49 or 50
- Mortise gauge with screw action
- Two sets of drill bits – one brad point for wood and one regular
- Counter sink
- Anglepoise lamp

Optional

- Pair of compasses, 45-45, 30-60 Set Square
- 1/8", 1/4", 3/8" Straight Router Bits 1/4" Shank, 1/2" Flush Trim Router Cutter 1/2" Shank
- Straight and Philips screw drivers
- Hammer
- Apron
- Magnifying glass
- Another back saw sharpened as a rip saw to complement the one above

MATERIALS

During the initial stages of the course, when all students are undertaking prescribed projects such as the bread board, mallet, and marking/cutting gauge, the timber will be provided at no additional cost. However, with commencement of furniture construction style projects, which can require variable amounts and timbers, students will be required to source and purchase all their own materials including abrasives, special screws, hardware, special cutters, adhesives and lacquer/oil.

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 are to be paid for by the student.

MACHINERY

The machine shop contains the following equipment:

PANEL SAW:	Felder K700S with sliding cross cut table
RIP SAW:	Sawstop professional 36
COMPOUND SAW:	Festool KS60 Capex
SURFACE PLANER:	12" Laguna Parallelogram jointer with helical head – 2210mm bed
THICKNESS PLANER:	20" Powermatic 209HH with helical head
BANDSAWS:	26" Meber SR700 23" Bandsaw
DISC SANDER:	37" Purpose Built
EDGE SANDER:	Woodman ES 689A (Oscillating)
SPINDLE SANDER:	Jet JBOS – 5 (Oscillating)
MORTISER:	Purpose Built Hole Chisel Mortiser
DRILL PRESS:	Hafco PD-26 Pedestal Drill Waldon Pedestal Drill
ROUTER TABLE:	Purpose Built
SCROLL SAW:	x2 Carbatec Electric
VACUUM PRESS:	x2 Purpose Built
LATHES:	Nova 3000 Wood Lathe Emco Compact Metal Lathe
SHARPENING:	TORMEK SG-250 Wet Grinder Aluminium Oxide Dry Grinder
DUST EXTRACTION:	External, 3 phase, 3 bag, 44 litre Festool CT26E
VACUUM CLEANERS:	3x Festool CT26E 1x Makita 446L

Machines are maintained to a high standard with blades and knives being replaced on a regular basis. This is done to ensure quality results in terms of cut and surface finish but also to ensure the machines are safer and easier to use. As a required part of their training, and as the need arises, students are expected to clean, sharpen and maintain the above equipment.

PHOTOGRAPHY

The campus includes a photographic facility with softbox flash and backdrops. Students may 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 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 program and is dependent on the availability of venues and exhibitions and their relevance to the training.

EXHIBITION

Students are required to produce a major work for display, and also to take on the responsibility, as a group, of organising all aspects of the display.

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. **A registration fee of \$110 is payable prior to the candidate being called for an interview.** When applying, applicants are asked to provide a comprehensive CV. 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.

FEES

Upon acceptance, a non-refundable deposit of 10% of the full year fee 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. Fees are due at the end of the first week of each term. GST is not applicable.

TERM BY TERM ENROLMENT

Alternatively students may enrol on a term by term basis and complete the course over a longer time frame. On a term by term basis (where the student does not complete the course in a year) the fee is a set amount per term that is slightly higher than the term fee for the full year.

RECOGNITION OF PRIOR LEARNING

The Sturt School for Wood offers recognition of prior learning to its students. An application for RPL must be supported by valid evidence which is sufficiently current and contextually appropriate. The awarding recognition of prior learning to applicants for the course would be handled on a case by case basis and be determined based on the presentation of evidence of completed appropriate training and be supported by an interview.

CERTIFICATION

Successful completion of each term (or terms) will result in the awarding of a statement of attainment that will show the units of competency that have been successfully completed. Completion of all required modules of the course results in the awarding of a nationally recognised Australian Qualifications Framework accredited Certificate IV in Furniture Design and Technology: Fine Furniture Making. 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 completed projects during the year.

GENERAL COURSE OUTLINE

TERM 1 *An introduction to fine woodworking*

Start the way you mean to continue by learning the right way from the beginning. Learn how to look after your hand tools, set up your bench and workshop, make a range of hand tools and then construct the perfect hanging tool cabinet to keep them in. This term will get you started with the principles of using hand tools and the basics of safe use of machinery. Units include:

- Determine work health and safety (WHS) implications of designs
- Select, use and maintain hand tools for the creation of custom furniture
- Set up, operate and maintain basic static woodworking machines
- Participate in environmentally sustainable work practices
- Work with others in a manufacturing environment

Students undertake a number of set projects designed to develop skills, with both hand tools and machinery, to a high level. Supporting underpinning knowledge on a variety of topics is delivered in the form of workshop based lectures. The school's expectation is that with all projects undertaken, each student works to achieve the highest standard of accuracy, quality of construction and finish. Design input at this stage is restricted. Technical and free hand drawing in the form of practical lessons is also introduced at this stage.

TERM 2 *Joints and curves*

Make your own dovetail saw and then use it to learn the art of dovetail joints. Develop and build a piece of furniture that incorporates a traditional drawer. Learn a range of curving techniques that may include, steam bending, coopering, laminating or kerfing. Units include:

- Organise and communicate information
- Generate design solutions
- Establish, negotiate and refine a design brief
- Produce drawings from design concepts
- Construct joints for custom furniture
- Assemble custom furniture
- Produce curves and shaped components for custom furniture

Participants are required to design pieces which will require the incorporation of set techniques. A given piece may incorporate one or more processes. Idea creation and design development are a significant component of projects undertaken in these terms. Technical drawing continues both in formal lessons and as part of an individual's design development, as the need arises.

TERM 3 *Batch Products and Making an exhibition piece*

Continue designing your own projects including the prototyping and construction of your own batch project for potential commercial sale.

- Research and select furniture materials and technology
- Research furniture styles and movements
- Construct and evaluate furniture prototypes and samples
- Produce templates and jigs for custom made furniture

Start of Term 3 goes into the reality of being a Fine Furniture Maker by how to design and produce batch products. The manufacture of a final exhibition piece occupies most of this term. Students are also required to organise all aspects of their graduate 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.

TERM 4 *Designing, prototyping and completing a project*

Design, prototype and construct a chair and/or special project.

- Produce timber veneered components for custom made furniture
- Produce and evaluate developmental furniture models to scale
- Select timbers for furniture production
- Develop and extend design skills and practice

This term starts with what is a chair, the functionality, ergonomics and engineering stresses of a chair. The rest of the term you will prototype different versions of your design and produce a functional chair. Design work, the sourcing of materials and production of full-size technical drawings are required to complete this term. In this term you are also expected to complete the final touches to your exhibition.

MSF 40222 Certificate IV Furniture Design and Manufacturing

Fine Furniture Making

	Compulsory Core Units	5 Units
MEM16006	Organise and communicate information On successful completion of this unit you will be able to access relevant information from a range of sources, recognise workplace terminology, organise and analyse information and communicate information using established workplace methods.	Communication
MEM16007	Work with others in a manufacturing, engineering or related environment On successful completion of this unit you will be able to operate in a work-based team environment by contributing to a group effort to plan and carry out work, identifying work roles, communicating and cooperating with others.	Communication
MSMENV272	Participate in environmentally sustainable work practices On successful completion of this unit you will be able to effectively measure current resource use and carry out improvements including those reducing negative environmental impacts of work practices.	Competitive manufacturing tools
MSFFDT4011	Research and select furniture materials and technology On successful completion of this unit you will be able to research and select furniture materials and technologies in order to meet design requirements.	Research / Materials / Technology
MSFFDT4012	Research styles and movements On successful completion of this unit you will be able to research styles and movements and analyse how they influence furniture design.	Research / Design
GROUP A	Elective Units	1 Unit
MSFFDT4006	Determine work health and safety (WHS) implications of designs On successful completion of this unit you will be able to conduct a systematic risk assessment of the work and work area and to establish and maintain a safe work environment throughout the conduct of furnishing technology operations.	WHS
GROUP B	Fine Furniture Making (min 9 – min 5 coded MSF)	9 Units
MSFFDT4002	Assemble custom furniture On successful completion of this unit you will be able to assemble custom furniture to critical production specifications.	Construction
MSFFDT4005	Construct and evaluate furniture prototypes and samples On successful completion of this unit you will be able to construct or oversee the construction of furniture prototypes and samples.	Testing / Evaluation
MSFFDT4008	Produce and evaluate developmental furniture models to scale On successful completion of this unit you will be able to produce developmental furniture models to scale for presentation purposes, incorporating aspects of the elements and principles of design.	Modelling
MSFFDT4009	Set up, operate and maintain basic static woodworking machines On successful completion of this unit you will be able to set up, operate and maintain basic static woodworking machines to achieve furniture design requirements.	Machines / OH&S
MSFFDT4013	Select, use and maintain hand tools for the creation of custom furniture On successful completion of this unit you will be able to select and use hand tools in applications relating to the custom furniture making sector of the furnishing industry. It also includes the manufacture of specialist hand tools to support unique functions.	Hand Tools
MSFFDT4015	Produce templates and jigs for custom made furniture On successful completion of this unit you will be able to produce templates and jigs for custom made furniture.	Jigs / Templates

MSFFM4002	Construct joints for custom furniture At the completion of this unit you should be able to join timber by constructing joints using hand and portable power tools. It includes adapting/designing joints that are compatible with the product material, purpose and style of the furniture.	Making Joints
MSFFM4003	Produce curved and shaped components for custom furniture At the completion of this unit you should be able to produce curved and shaped components for custom furniture.	Lamination / Coopering / Kerfing
MSFFM4004	Produce timber veneered components for custom furniture At the completion of this unit you should be able to produce timber veneered components for custom made furniture.	Veneering
GROUP C	Furniture Design	4 Units
BSBDES401A	Generate design solutions On successful completion of this unit you will be able apply the skills and knowledge required to generate solutions in response to a particular design need.	Design / Drawing / Modelling
BSBDES403A	Develop and extend design skills and practice On successful completion of this unit you will continuously evaluate, develop, refine and extend your conceptual and technical skills and knowledge required to be a successful design practitioner, working independently or being employed by an organisation.	Professional Practice
BSBDES502A	Establish, negotiate & refine a design brief On successful completion of this unit you will be able to establish the objectives of a design brief and determine direction for the concepts and solutions which may result from the design process.	Design / Drawing / Modelling
MSFDN4001	Produce drawings from design concepts On successful completion of this unit you will be able to produce ideation drawings from a concept and design brief, to capture the spirit of a product visually, using integral design elements and principles.	Design / Drawing
GROUP E	Furniture Design	1Unit
MSFFM3008	Select timbers for furniture production (Furniture Making Cert III Unit) At the completion of this unit you should be able to select timbers for use in production by applying knowledge of timber technology.	Timber

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 *Work Health and Safety Act 2011*, the *Federal Privacy Act 1988*, and the *Privacy And Personal Information Protection 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 student 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 disputed decision. Should the matter remain 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 during term time and access to counselling services will be provided as appropriate.

Work Health and Safety

All relevant principles of the *Work Health And Safety Act 2011* 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

ENQUIRIES

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Head of Sturt

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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 teaching facilities for fine woodworking, ceramics, weaving and jewellery and metals. There is also a large retail crafts shop, an exhibitions gallery 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 a not-for-profit institution, depending on fees and donations for its maintenance and development.