



## 0581 Signage

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# 00 Design Principles

## 0.01 Main considerations

It is a requirement to undertake the [00 PLANNING AND DESIGN/0001R - DESIGN REFERENCE](#) and [GLOSSARY OF TERMS](#) information into all aspects of design, detailing and delivery when developing the content here within. Clear demonstration of adherence to these requirements is part of the services and will be called upon at key points in the project and during at the discretion of the Department of Education (DoE).

## 0.02 Introduction

### Appropriate signage

This is required to identify the school, elements within the school and to assist students and visitors in finding their way about the school.

### Statutory Signage

This is also required by building regulations, including the Building Code of Australia and the National Construction Code (BCA /NCC), to provide advice or direct occupants to specific function areas. All statutory signage is to be provided and installed to meet the requirements of the current building regulations.

Statutory Signage includes:

- Braille and Tactile signage to all toilets, change rooms, showers etc. designed and fixed in location in accordance with the BCA/NCC requirements.
- directional signs to lifts
- Signage to entertainment venues
- Rooms within an Entertainment Venue
- Main electrical switch room
- Fire indicator panel, emergency evacuation plan and procedures

Signage is also to be provided to doors of services plant spaces such as electrical cupboards, communications cupboards, fire indicator panels and the main switch room.

Provide signage at the entrance of the site to indicate the location of the main electrical switch room and main fire panel, if not immediately obvious.

Signs are to be:

- Attached in appropriate highly visible locations.

- 
- Provided to direct visitors to the school Administration Offices
  - Securely screw or bolt-fix signs to a solid base.
  - Ensure a strong contrast between lettering colour and background for best visibility. (minimum 30% light reflectance is recommended to enable visibility)

## 0.03 School Sign

Name of School with the year of completion in a prominent position at the approach to the school in relation to the main Entrance Zone (may be part of the fence).

Letters should be a minimum 150mm high.

## 0.04 School Plan

The School plan signage shows the main block layout of the school and is located either:

- Adjacent to the car park and in a relevant position near the front of the school to assist visitors in finding their way to the Administration; or
- Inside the school fence along the main entry path/pedestrian access to the Administration; or
- On the Administration front wall if close to the main Entrance Zone; or
- Located near the main car park (site specific)

## 0.05 Building Block Identifiers

Provide signs to identify each building block. The sign should be attached to the building in highly visible location.

### Block identification sign

- Overall sign height                      minimum 300mm
- Block letter i.e. A,                      minimum 250mm

Provide signs to identify specific core facilities (i.e. Administration, Library, Gymnasium, Communal Hall, Canteen)

The signs should be attached to the building in highly visible location.

### Core facility sign

- Overall sign height                      minimum 150mm

- 
- Name "CANTEEN"                      minimum 100mm

## Door Signs

Two (2) types of signs are required to doors:

- Fixed Room Identification Signs (AMS Door Signs)
- Variable Room Identification System

The intention of the door signage is to easily identify each space for visitors, and asset management personnel.

### Fixed Room Identification System (AMS Door Signs)

The AMS (Asset Management System) sign provides a reference used in DoE facility data collection.

Identification required e.g. AR0006 ('A' = Block A, 'R0006' = Room number)

### Variable Room Identification System (AMS Door Signs)

The Variable Room Identification System is the primary means of identifying spaces for school users.

Variable Room identification Sign Fixing should allow later interchange by the school.

- Primary
  - Learning spaces to be numbered sequentially across the site e.g. 01, 02 etc.
- Secondary:
  - A sequential alphabetical code is to be given to individual blocks.  
Learning spaces are to be numbered sequentially within each block e.g. B1, B2 etc.  
SEMINAR B1, SEMINAR B2 etc. and INTERVIEW B1, INTERVIEW B2 etc.
  - Stores are to be numbered sequentially across the site independently of the block i.e. STORE 1, STORE 2 etc.

## 0.06 Notice and Safety Signs

Provide notice and safety signs where required. Refer to Rooms Data Sheets for details of signs required.

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# Specification

## 01 General

As per current NATSPEC

## 02 Products

As per current NATSPEC

## 03 Execution

As per current NATSPEC

## 04 Selections

As per current NATSPEC except as follows:

### 4.1 General Signs

GUIDE NOTE: Delete subclause "General Signs" in NATSPEC Building Template/ Worksection and replace with the following text.

#### **Fixed individual characters**

GUIDE NOTE: Include location on drawings. If location is not shown on drawings amend text below "Location" accordingly.

#### **Sign: School Name**

Location: Refer drawings

Characters:

- Material: Aluminium

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GUIDE NOTE: E.g. “cast”. Check with manufacturers of aluminium signs for preferred method.

- Method of forming:

GUIDE NOTE: Finish – powder coat (e.g. white), anodised or any other durable proprietary compatible finishing system

- Finish:

Minimum sign height: 200mm

Size:

- Letter height (minimum): 150 mm (check if sign/site is suitable for length of text)

GUIDE NOTE: Thickness can vary, depends on desired appearance. Check thicknesses available from sign manufacturers.

Thickness:

Typeface: Gill Sans. Upper and lower case

Fixing Method:

- Fix sign with concealed mechanical fasteners (screw or bolt) to a solid base.
- Mechanical fasteners: Minimum, 3 per letter.

GUIDE NOTE: Alternative free-standing pipe sign to be specified in metal fixtures.

GUIDE NOTE: Include door sign schedule if applicable. Nominate position (height from floor) of door sign to suit door type (E.g. glass panel door, flush door)

## **Sign: Engraved plates**

GUIDE NOTES: Braille and tactile signage to be included in each access sanitary facility and each space with a hearing augmentation system. Refer to the Educational Facilities Standards and Guidelines for project specific locations

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## **Sign: Braille and Tactile signage**

BCA reference: D3.6 (Amendment No.10).

Symbol: to comply with AS 1428.1

- International symbol of access to identify each access sanitary facility.
- International symbol of deafness to identify each space with a hearing augmentation system.

## **Sign: Student toilets: Boys and Girls**

Description

- Material: Engraved colour filled aluminium plate
- Thickness (minimum): 1.6mm
- Clear anodised surface finish
- Characters: Block Letters “BOYS” and “GIRLS”
- Characters in black

Dimensions (nominal)

- Sign plate: 350 wide x 150 high
- Letter height: 75mm

Installation

- Screw and adhesive fix to a solid base
- Adjacent to entry/entries
- 1800mm from finished surface level to underside of sign

## **Sign: Labelling of buildings (eg “Enquiries”)**

Description

- Material: Engraved colour filled aluminium plate
- Thickness (minimum): 1.6mm
- Clear anodised surface finish
- Characters: Block letters Signs: E.g. “ENQUIRIES”
- Characters in black

Dimensions (nominal)



- 
- Sign plate (minimum): 100mm high
  - Letter height (minimum): 70mm

#### Installation

- On buildings as documented
- Screw and adhesive fix to a solid base
- 1800mm from finished surface level to underside of sign

### **Sign: Signs on doors**

BCA reference: D2.23 Signs on doors

GUIDE NOTE: AMS Door Signs door signs are permanently fixed generally consisting of 5 or 6 characters.

### **Sign: Fixed Room Identification System (AMS door signs)**

#### Plate

- Material: Laminated plastic with contrasting coloured layers to match “Door Sign/s”
- Size (nominal): Text Width x 30mm (nominal)
- Finish: Depth of engraving sufficient to cut through top layer to reveal lower laminate

#### Characters

- Letter Height (nominal): 16mm
- Typeface: Microgramma bold extended / Helvetica medium / Helvetica Bold extended / Folio medium extended

GUIDE NOTE: Select one of the above typefaces.

Fixing Method: Slide-in fit to holder, centred on door. To secure plate, crimp end of holder and apply suitable waterproof adhesive, capable of permanently fixing sign.

### **Sign: Variable Room Identification System (Door Signs)**

#### Plate

- Material: Laminated plastic with contrasting coloured layers.
- Size (nominal): Door width (-20mm each side) x 30mm (nominal)

- 
- Finish: Depth of engraving sufficient to cut through top layer to reveal lower laminate.

#### Characters

- Letter Height (nominal): 16mm
- Typeface: Microgramma bold extended / Helvetica medium / Helvetica Bold extended / Folio medium extended

GUIDE NOTE: Select one of the above typefaces.

Fixing Method: Slide-in fit to holder. To secure plate, crimp one end of holder and apply "spot" of suitable waterproof adhesive, capable of being removed if required by breaking adhesive seal.

### **Sign: Fixed room identification system (AMS door signs)**

#### Changeable Plate System

##### Holder:

- Material: Extruded aluminium
- Finish Natural satin anodised to 10 microns (minimum)
- Size: Width of text x 32mm (nominal)
- Fixing method: Drill flat section in 3 places. Glue and screw fix with 3mm diameter countersunk screws.
- Position: Centre on door frame at top of door

GUIDE NOTE: Include Door Sign Schedule if applicable. Refer to Educational Facilities Standards and Guidelines. Nominate position (height from floor) of door sign to suit door type (e.g. Glass panel door, flush door)

### **Sign: Variable room identification system (door signs)**

#### Changeable Plate System Holder:

- Material: Extruded aluminium
- Finish Natural satin anodised to 10 microns (minimum)
- Size: Width of door (-20mm each side) x 32mm (nominal)

- 
- Fixing: Drill flat section in 3 places. Glue and screw fix with 3mm diameter countersunk screws.
  - Position: Within range of 850-1000 from bottom of door. Centred.

## **Sign: Reflective signs**

Block identification sign

GUIDE NOTE: The reflective signs described below is based on "3ms" diamond pattern reflective material. Other proprietary reflective signs that comply with the specification requirements described below may also be acceptable.

### Description

- Material: Aluminium
- Pre-drilled fixing holes in each corner
- Reflective:
- Block letters: 250mm minimum

### Colour

- Background: Blue
- Lettering: White

### Dimensions

- 300 x 300mm (overall) minimum

### Installation

- Screw fix to wall in each corner of the sign through pre-drilled holes with compatible non-corrosive screws
- 2100mm from finished surface level to underside of sign

## **Sign: Core Facility Signage**

### Description

- Material: Aluminium
- Pre-drilled fixing holes in each corner and at a maximum of 300mm intervals
- Reflective
- Characters: Block letters

### Colour

- 
- Background: Blue
  - Lettering: White

#### Dimensions

- Sign height (overall): 150mm minimum

GUIDE NOTE: Name example “Canteen”

- Name height: 100mm minimum

#### Installation

- Fixing: Screw fix to wall through pre-drilled holes with compatible non-corrosive screws
- 2100mm from finished surface level to underside of sign

#### Sign: Notice

AUTHORISED USE ONLY – ENSURE CLEAR OF PEOPLE

Type: Engraved plates

Fixing: Screw or bolt fixed to a solid base.

Location: Directly above the key switch that operates the motorised sectional overhead doors.

- White background
- Sign wording in black

Dimensions (nominal): 200 wide x 76mm high

Refer to [04 ENCLOSURE/0454 OVERHEAD DOORS](#)

#### Description

#### Sign: Screen printed or cast vinyl with anti-graffiti clear film

- Type A

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Screen-printed lettering and symbols on a heavy gauge “colorbond” metal or a 1.6mm thick powder coated finish aluminium. The panels to have rounded corners and mount holes in each corner.

- **Type B**

Cast vinyl lettering and symbols on a heavy gauge “colorbond” metal or a 1.6mm thick powder coated finish aluminium finished with anti-graffiti clear film to whole of sign. The panels to have rounded corners and mount holes in each corner.

Fixing: Screw or bolt fixed to a solid base.

### **Sign: Notice**

NOT TO BE USED FOR STORAGE

Locations:

- EDBs
- MSB (main switchboard room and cupboards)

Class: Notice

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text
- Sign wording in black printed under “NOTICE”

Dimensions (nominal): 300 wide x 225mm high

GUIDE NOTE: Include the following when fire compartmentation is required.

HS - Science Learning Unit - Fire Rated Doors

**BCA reference: D2.23 Signs on Doors**

### **Sign: Notice**

MAIN SWITCHBOARD

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Location: On doors of main switchboard enclosure.

Class: Notice

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text.
- Sign wording in black printed under “NOTICE”.

Dimensions (nominal): 300 wide x 225mm high.

### **Sign: Notice (other)**



“ \_\_\_\_\_ ”

Class: Composite notice

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text
- Sign wording and symbol in black printed under “NOTICE”

Dimensions (nominal): 450 wide x 300mm high.

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## Sign: Notice

NO THOROUGHFARE

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

### Description

- White background
- “NOTICE” printed on top of sign, blue background white text.
- Sign wording in black printed under “NOTICE”.

Dimensions (nominal): 300 wide x 225mm high.

## Sign: Regulatory Mandatory

- **Type A**

EYE PROTECTION REQUIRED <plus symbol>

- **Type B**

ENCLOSED FOOTWEAR REQUIRED <plus symbol>

Location: HS - Science Learning Unit - Science Laboratory & Preparation

Class: Composite

### Symbol:

- To AS 1319
- Type (a): Table B2; 421
- Type (b): Table B2; 427

### Letters:

- To AS 1319
- Placed below symbol

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Colour:

- White background
- Black border
- Blue symbol with black text

Dimensions (nominal): 300 wide x 450mm high

Height from floor: 1600mm to underside of sign.

### **Sign: Emergency**

EMERGENCY STOP

Location:

- HS - Science Learning Unit - Science Laboratory
- HS - TAS MAT 2 Wood & Metal – Wood & Metal Workshop
- HS - TAS MAT 2 Wood & Metal – Materials Learning Space - Type 1
- HS - Visual Arts Learning Unit – Materials Workshop - Type 3

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Class: Word message sign

Letters: To AS 1319

Colour:

- Red background
- White wording

Dimension (nominal): 300 wide x 225 high

### **Sign: Emergency Information**

MASTER CONTROL



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Location: HS - Science Learning Unit - Science Laboratory

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Class: Word-message sign to AS 1319

Dimension (nominal): 450 wide x 180mm high

**Sign: Emergency Information**

SAFETY SHOWER AND EYE WASH

Location: HS - Science Learning Unit - Science Laboratory

Class: Word-message sign to AS 1319

Dimension (nominal): 225 wide x 300mm high

**Sign: Notice**

STAFF ACCESS ONLY

Location: HS - Science Learning Unit - Preparation

Class: Notice (doors)

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Description:

- White background
- "NOTICE" printed on top of sign, blue background white text.
- Sign wording in black printed under "NOTICE".

Dimensions (nominal): 300 wide x 225mm high.

Height from floor: 1520mm to underside of sign

## Sign: Notice

### STORAGE OF CHEMICALS PROHIBITED

Location: HS - Science Learning Unit - Apparatus Store and Apparatus Storage

Class: Notice

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- "NOTICE" printed on top of sign, blue background white text
- Sign wording in black printed under "NOTICE"

Dimensions (nominal): 300 wide x 225mm high.

Height from floor:

- Apparatus Store
  - 1600mm to underside of sign
  - Door: 1520mm to underside of sign
- Apparatus Storage
  - 1600mm to underside of sign.

## Sign: Hazard/Danger

- **Type A**

ACID

- **Type B: Door**

HAZARDOUS CHEMICALS

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Location: HS - Science Learning Unit - Chemical Store

Class: Danger sign to AS 1319

Dimensions (nominal): 300 wide x 225mm high.

Height from floor:

- Type (a): 1600mm to underside of sign.
- Type (b) Door: 1520mm to underside of sign.

### **Sign: Regulatory Prohibition**

NO SMOKING < plus symbol to AS 1428.1>
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Table B1; 401

Location:

- HS - Science Learning Unit - Chemical Store
- HS - Outdoor Covered Workshop – LPG Store
- HS - Storage – Bulk Store
- HS - Canteen – Canteen Types 1, 2 and 3
- PS - Canteen – Canteen Types 1, 2 and 3

Height from floor:

- 1600mm to underside of sign.
- Door: 1520mm to underside of sign.

### **Sign: Hazardous Materials**

FLAMMABLE LIQUID 3 <plus symbol>
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Location:

- HS - Science Learning Unit - Chemical Store
- HS - Visual Arts Learning Unit – Visual Arts Store
- HS - TAS MAT 2 Wood & Metal – Wood & Metal Materials Store Type 2
- HS - Visual Arts Learning Unit – Visual Arts Store
- HS - Outdoor Covered Workshop – Pottery Store

- HS - Staff – Preparation/Printing Types 1 and 2
- HS - Storage – Bulk Store
- HS & PS - Storage – Cleaning Supplies Store
- HS - Agriculture – Shed Workshop

Type: Composite,

Class: Class 3 diamond sign

Reference: WorkCover's guideline Dangerous Goods DG062

Height from floor, doors: 520mm to underside of sign.

Height from floor: 1600mm to underside of sign.

### **Sign: Notice**

EYE PROTECTION REQUIRED <plus symbol>

### **Sign: Regulatory Mandatory**

EYE PROTECTION REQUIRED <plus symbol>

Location:

- HS - Visual Arts Learning Unit - Visual Arts Workshop
- HS - Visual Arts Learning Unit – Materials Workshop Type 3

Class: Composite

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Symbol: To AS 1319 Table B2; 421

Letters: To AS 1319

Colour:

- White background

- Black border
- Blue/white symbol with black wording under symbol.

Dimensions (nominal): 300 wide x 450mm high

Height from floor: 1600mm to underside of sign.

### **Sign: Notice**

ART TROUGH MUST NOT BE USED FOR SOLVENT BASED PAINTS

Location

- HS - Visual Arts Learning Unit - Visual Arts Workshop
- HS - Visual Arts Learning Unit – Materials Workshop Type 3

Class: Notice

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text
- Sign wording in black printed under “NOTICE”

Dimensions (nominal): Type (b): 300 wide x 225mm high

Height: Fixed to wall above Art Trough, 1600mm to underside of sign.

### **Sign: Notice**

- **Type A**

KEEP WORK SURFACES CLEAN. CLEAN UP AFTER SPILLAGES

- **Type B: Door**

## CHEMICALS USED IN THIS AREA

Location: HS - Visual Arts Learning Unit - Dark Room

Class: Notice

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- "NOTICE" printed on top of sign, blue background white text.
- Sign wording in black printed under "NOTICE".

Dimensions (nominal):

- Type (a): 450 wide x 300mm high
- Type (b): 300 wide x 225mm high

Height from floor:

- Type (a): 1600mm to underside of sign.
- Type (b) (door): 1520mm to underside of sign.

### Sign: Regulatory Mandatory

- **Type A**

EYE PROTECTION REQUIRED <plus symbol>

HEARING PROTECTION REQUIRED <plus symbol>

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FOOT PROTECTION (ENCLOSED FOOTWEAR) REQUIRED <plus symbol>

- **Type B**

GUARDS MUST BE IN PLACE BEFORE SWITCHING ON

Location:

- HS - TAS MAT 2 Wood & Metal– Materials Learning Space - Type 1
- HS - TAS MAT 2 Wood & Metal– Wood & Metal Workshop
- HS - Visual Arts Learning Unit – Materials Workshop Type 3
- HS - Outdoor Covered Workshop – Outdoor Workshop

Class:

- Type (a): Multiple Composite to AS 1319 (three signs on one panel)
- Type (b): Word message sign to AS 1319

Symbols: To AS 1319

- Eye Protection: Table B2; 421
- Hearing protection: Table B2; 425
- Foot protection: Table B2; 427

Letters:

- To AS 1319
- Placed below symbol

Colour:

- Type (a):
  - White background Black border
  - Blue/white symbol with black wording
- Type (b): To AS 1319

Dimensions:

- Type (a): To AS 1319
- Type (b): 300 wide x 450mm high

Height from floor: 1600mm to underside of sign.

## Sign: Notice

KEEP AISLES CLEAR

Location:

- HS - TAS MAT 2 Wood & Metal – Wood & Metal Workshop
- HS - TAS MAT 2 Wood & Metal – Materials Learning Space Type 1
- HS - Visual Arts Learning Unit – Materials Workshop Type 3

Class: Notice

GUIDE NOTES: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text
- Sign wording in black printed under “NOTICE”

Dimensions (nominal): 300 wide x 225mm high.

Height from floor: 1600mm to underside of sign.

## Sign: Hazard Warning

SPRAY PAINTING IS STRICTLY PROHIBITED

Location: HS - TAS MAT 2 Wood & Metal– Wood & Metal Workshop

Class: Hazard warning sign to AS 1319

Dimensions (nominal): 450 wide x 300mm high.

Height from floor: 1600mm to underside of sign above or adjacent acid bay.



## Sign: Notice

THIS AREA IS UNDER VIDEO SURVEILLANCE

Location:

- HS - Library – Main Entry – Type 1 and 2
- HS - Administration – Clinic – Boys
- HS - Administration – Clinic – Girls
- PS - Administration – Sick Bay Type 2

Class: Notice

GUIDE NOTES: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text.
- Sign wording in black printed under “NOTICE”.

Dimensions (nominal): 450 wide x 300mm high.

Height from floor: 1600mm to underside of sign.

## Sign: Notice

ASSISTANCE REQUIRED IN ACCESS TOILET WHEN BUZZER SOUNDS

Location: HS – Library Unit – Access Toilet

Class: Notice

GUIDE NOTES: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

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Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text.
- Sign wording in black printed under “NOTICE”.

Dimensions (nominal): 300 wide x 225 high.

Height from floor: 1600mm to underside of sign.

### **Sign: Notice**

Assistance required in Access Shower/Toilet when buzzer sounds

Location:

- HS - Administration – Access Shower/Toilet
- HS - Student Services – Access Shower/Toilet – Type 2
- PS - Communal Hall Unit – Access Shower/Toilet
- PS - Student services - Access Shower/Toilet/Change

Class: Notice

GUIDE NOTES: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text.
- Sign wording in black printed under “NOTICE”.

Dimensions (nominal): 300 wide x 225 high.

Height from floor: 1600mm to underside of sign.

## Sign: Symbol to AS 1428.1

<Insert International access symbol>

### Location:

- HS - Library – Access Toilet
- HS - Movement Complex – Access Shower/Toilet HS & PS - Change – Type 2
- HS & PS - Laundry – Type 2
- HS & PS - Staff Unit - Access Shower/Toilet
- PS - Student Services Unit - Access Shower/Toilet/Change
- PS - Communal Hall Unit – Access Shower/Toilet

## Sign: Hazard/Danger

ELECTRICAL EQUIPMENT - AUTHORISED PERSONNEL ONLY

### Location:

- HS – Library Unit – Communications Room
- PS – Library Unit – Communications Room

Class: Danger sign to AS 1319

Dimensions (nominal): 300 wide x 225mm high.

Height from floor, (door): 1520mm to underside of sign.

## Sign: Notice

This store is for PE/Sports Equipment or Chairs ONLY.

Doors ONLY opened for removal/returning of Equipment/Chairs.

Keep doors closed during Performances/Meetings/etc.

### Location:

- HS - Movement Complex – Large Equipment Store
- HS - Movement Complex – Chair Store Type 1 and 2

- 
- PS - Communal Hall Unit – Chair Store Type 1
  - PS - Communal Hall Unit – PE Store Types 1, 2 & 3

Class: Notice

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text.
- Sign wording in black printed under “NOTICE”

Dimensions (nominal): 450 wide x 300mm high.

Height from floor: 1600mm to underside of sign.

### **Sign: Notice**

Keep doors closed during Performances/Meetings/etc

Location: HS - Movement Complex – Movement Studio Store

Class: Notice

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text
- Sign wording in black printed under “NOTICE”

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Dimensions (nominal): 300 wide x 225mm high.

Height from floor: 1600mm to underside of sign.

Location:

- PS - Communal Hall Unit – Chair Store Types 2 and 3
- PS - Communal Hall Unit – Performance Store Types 2 and 3

### **Sign: Notice**

THIS STORE IS FOR CHAIRS OR PERFORMING ARTS EQUIPMENT ONLY  
DOORS MAY ONLY BE OPEN DURING PERFORMANCES/MEETINGS IF NO  
FLAMMABLE MATERIALS ARE PRESENT

Class: Notice

GUIDE NOTES: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text
- Sign wording in black printed under “NOTICE”

Dimensions (nominal): 450 wide x 300mm high.

Height from floor: 1600mm to underside of sign.

### **Sign: Notice**

This store is for Chairs or Performing Arts Equipment ONLY  
Doors are ONLY opened for removal/returning of Chairs/Equipment  
Keep doors closed during Performances/Meetings etc

Location: PS - Communal Hall unit – Performance Store Type 1

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Class: Notice

GUIDE NOTES: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text.
- Sign wording in black printed under “NOTICE”.

Dimensions (nominal): 450 wide x 300mm high.

Height from floor: 1600mm to underside of sign.

### **Sign: Notice**

PLATFORM DESIGN LOAD

>kg/m<sup>2</sup> uniformly distributed or

>kg concentrated point load

Location: HS - Movement Complex – Demountable Platform

GUIDE NOTE: Include the stage loading requirements. Refer to Structural Engineer.

Class: Notice

GUIDE NOTES: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background

- “NOTICE” printed on top of sign, blue background white text
- Sign wording in black printed under “NOTICE”

Dimensions (nominal): 300 wide x 225mm high.

Height from floor: 1600mm to underside of sign. In a conspicuous position

### **Sign: Regulatory Mandatory**

- **Type A**

HAND PROTECTION MUST BE USED <plus symbol>

FOOT PROTECTION (ENCLOSED FOOTWEAR) MUST BE USED <plus symbol>

WELDING MASK MUST BE WORN <plus symbol>

Location: HS - Outdoor Covered Workshop - Welding / Hot Metals Area

Class: Multiple Composite to AS 1319 (three signs on one panel)

Symbols:

- Hand Protection: Table B2; 426
- Foot protection: Table B2; 427

GUIDE NOTES: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

- Welding mask symbol

Letters: Placed below symbol

Colour:

- White background Black border
- Blue/white symbol with black text
- Dimensions: To AS 1319

Height from floor: 1600mm to underside of sign

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### **Sign: Regulatory Mandatory**

LPG STORAGE - MAX 300 KG

Location: HS - Outdoor Covered Workshop – LPG Store

Class: Word message sign to AS 1319

Letters: Placed below symbol

Dimensions: 300 wide x 450mm high

Height from floor: 1600mm to underside of sign.

### **Sign: Hazard Warning**

HOT OBJECTS

Location: HS - Outdoor Covered Workshop – Kiln Space

Class: Hazard warning sign to AS 1319.

- Table B3; 441

Letters: Placed below symbol

Dimensions (nominal): 300 wide x 450mm high.

Height from floor: 1600mm to underside of sign.

### **Sign: Hazardous Materials**

FLAMMABLE LIQUID 2 <plus symbol>

Location: HS - Outdoor Covered Workshop – LPG Store

Type: Composite,

Class: Class 2 diamond sign

Reference: WorkCover's guideline Dangerous Goods DG062



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Height from floor: 1600mm to underside of sign.

### **Sign: Information**

## ENQUIRIES

Location:

- HS - Administration – Public Reception Type 1 and 2
- PS - Administration - Entry Vestibule Types 1, 2, 3 & 4

Letter Height: 50mm.

Height from floor: 1600mm to underside of sign.

### **Sign: Notice**

## BOILING WATER

Location:

- HS - Staff - Staff Lounge Types 1, 2, 3 and 4.
- HS - Canteen – Types 1, 2 and 3 HS - Tea room
- PS – Staff – Staff Room Types 1, 2, 3 & 4
- PS – Canteen Types 1, 2 & 3

Class: Notice

GUIDE NOTES: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text.
- Sign wording in black printed under “NOTICE”.

Dimensions (nominal): 300 wide x 225mm high.

## Sign: Notice

### ENSURE VENTILATION SYSTEM IN OPERATION

Location:

- HS - Staff – Preparation/Printing Types 1 and 2
- PS - Administration – Clerical/Printing Types 1 and 2
- PS - Administration – Clerical/Printing/Workroom Types 1 and 2

Class: Notice

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- "NOTICE" printed on top of sign, blue background white text.
- Sign wording in black printed under "NOTICE".

Dimensions (nominal): 450 wide x 300mm high.

Height from floor: 1600mm to underside of sign.

## Sign: Notice

DEEP FAT FRYING IS NOT PERMITTED IN THIS FACILITY UNLESS A MINIMUM OF ONE WET FOAM EXTINGUISHER OF 7 LITRES CAPACITY OR GREATER (SPECIFICALLY FOR THE USE OF WITH COOKING FAT AND OILS) IS PROVIDED ADJACENT TO THE DEEP FAT FRYING APPLIANCE BEING USED

Location:

- HS - Canteen – Canteen Types 1, 2 and 3
- PS - Canteen – Canteen Types 1, 2 and 3

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Class: Notice

GUIDE NOTES: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements. Vinyl cut signs are not acceptable.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text.
- Sign wording in black printed under “NOTICE”.

Dimensions (nominal): 450 wide x 300mm high.

Height from floor: 1600mm to underside of sign.

### **Sign: Security Notice**

Special “Enclosed Land” sign developed by the Department of Education (DoE) Schools Security Unit  
Proprietary item: Department of Education – Schools Security Unit.

Location: HS & PS - Site – Fencing – Boundary

Sign locations: Installed on boundary fencing adjacent all entrances/gates.

Type: Proprietary durable vinyl signs with a full self-adhesive backing complete with peel-off release paper.

Installation: Apply to a clean dry interior surface.

### **Sign: Notice**

100 LITRE MAXIMUM FLAMMABLE LIQUID STORAGE

Location: HS - Science Learning Unit - Chemical Store

Class: Notice

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GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements.

Letters: To AS 1319

Description:

- White background
- “NOTICE” printed on top of sign, blue background white text
- Sign wording in black printed under “NOTICE”

Dimensions (nominal): 250 wide x 180mm high.

Height from floor: 1600mm to underside of sign.

**Sign: Hazard/Danger**



TOXIC

Location: HS - Agriculture – Shed Workshop

Class: Hazard danger sign to AS 1319

Dimensions (nominal): 250 wide x 180mm high.

**Sign: Notice**



FOR STORAGE OF PESTICIDES, HERBICIDES AND TOXIC CHEMICALS

Location: Agriculture – Shed Workshop

Class: Notice

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements.

Letters: Upper case to AS 1319

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Description:

- White background
- “NOTICE” printed on top of sign, blue background white text
- Sign wording in black printed under “NOTICE”

Dimensions (nominal): 250 wide x 180mm high.

**Sign: Notice (Symbol)**

<Hand wash symbol>

Location

- HS - Canteen – Canteen Types 1, 2 and 3
- PS - Canteen – Canteen Types 1, 2 and 3

Class: Notice

GUIDE NOTE: Based on kitchen hygiene symbol

Description: Blue/white symbol of hands being washed under a tap with running water.

Dimensions (nominal): 200mm diameter.

GUIDE NOTE: Extend schedule as required

**Sign: Warning**

<Symbol>

PINCH POINT - CAN CAUSE SEVERE PERSONAL INJURY

STAND BEHIND LINE WHEN DOOR IS IN OPERATION

Location: On the face of each counterweight cover for motorised sectional overhead doors.

Class: Warning

GUIDE NOTE: Text for some signs may not be a standard item and will have to be customised to suit DoE requirements.

Letters: Upper case to AS/NZS 1319

Description:

- Yellow background
- Sign wording in back printed under the symbol.

Dimensions (nominal): 250 wide x 180mm high.

Height from floor: 1600mm to underside of sign.

Refer to [04 ENCLOSURE/0454 OVERHEAD DOORS](#)

## 4.2 Statutory Signs

GUIDE NOTE: Refer to NATSPEC Building Template – for statutory signs.

### Portable fire extinguishers

GUIDE NOTE: Refer to NATSPEC Building Template – for statutory signs - portable fire extinguishers.

**Table 01: Schedule of Portable Fire Extinguisher Signage**

Item	Description
Position	>
Message	>

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Item		Description	
Letter size		>	
Sign type		>	
Compliance		>	