



LANCASTER COUNTY
CAREER & TECHNOLOGY
CENTER



Link to More Information!

- Uniform Ordering Directions
- Cafeteria/Food Service
- 2025-2026 Calendar
- ...and more!

Dear Student and Parent/Guardian:

<https://tinyurl.com/y4p7ve7n>

I would like to take this opportunity to welcome you to the **Heavy Equipment Operation & Basic Maintenance (HEOM)** program at the Lancaster County Career & Technology Center. This program is very interesting and complex. The knowledge gained will give you a technical background that should enable you to take advantage of excellent employment opportunities and continue your education at the post-secondary level.

In looking ahead to class this fall, I would like to talk about clothing, safety, and grooming requirements for this program. Safety toe boots are required. They need to be in good condition with no holes larger than a quarter. They will also need to have some type of tread on them with the sole intact, no smooth soled boots will be permitted. Also, if possible have another pair of shoes (closed toe) for the classroom and hallways as you will be getting your work boots muddy.

Students need to comply with the LCCTC uniform requirement. HEOM students are required to purchase navy blue *Dickies* brand pants and safety green LCCTC t-shirts, long-sleeved t-shirts, crew or hooded sweatshirts. Students will also need to purchase a LCCTC Hi-Vis safety vest. Students must order uniform shirts from Fully Promoted through the LCCTC website school store (www.lancasterctc.edu). Please place an order promptly to ensure your student will be in uniform on their first day of school. Students must purchase pants on their own over the summer. Sources for these pants are Walmart and area hardware stores. Jeans, shorts, and capris are not permitted. Pants must be properly sized. No baggy pants are allowed due to the safety factor when working with equipment, tools, and machines. We strongly suggest that students purchase at least two pairs of pants and five shirts including one sweatshirt.

Safety glasses are worn by all personnel in the lab and on job sites at all times. If you wear prescription glasses, they must have safety lenses. A letter from your optometrist must be provided certifying that the lenses are of the safety type. If you do not have the safety lenses, you must wear clear lens goggles over your glasses or wear safety glasses provided by the school. Also, hard hats are required to be worn in construction areas. The first pair of safety glasses and hard hats are provided by the school. Students will pay a fee for replacements of lost or damaged safety equipment.

Hair should not be longer than shoulder length and should be able to be tied back and tucked inside a hat. Jewelry should be left at home or placed in the student's locker since wearing such items can pose a safety hazard.

Students will be responsible for a tool kit during the school year. The security of this tool kit is the responsibility of the students. Students must replace all tools lost or damaged from misuse.

Students are encouraged to participate in the student organization SkillsUSA. "SkillsUSA empowers its members to become world-class workers, leaders, and responsible American citizens. SkillsUSA improves the quality of our nation's future skilled workforce through the

BROWNSTOWN CAMPUS

231 Snyder Road, Ephrata, PA 17522• office: 717.859.5100

development of Framework skills that include personal, workplace and technical skills grounded in academics." If students choose to participate, there will be a membership fee to join.

When you arrive the first day, I would like you to have a three-ring, two-inch size Binder to retain your worksheets, information sheets, and other related materials. You should also have a notebook, pens, pencils, a general calculator, and four colors of hi-lighters.

I am looking forward to having you in my class this fall, and hope that you are having an enjoyable summer. If you have any questions, please feel free to contact the office at the Lancaster County Career and Technology Center, Brownstown Campus at (717)859-5100.

Sincerely,

Justin Findley
Heavy Equipment Instructor