Unit 26 - Health and Safety Awareness

Overview

Health and Safety Awareness at Entry Level 3 requires the candidate to understand the basic health and safety procedures in a work place. They need to understand how to deal with an accident or emergency. They need to demonstrate that they can observe and follow safe working practices.

A work activity will typically be ‘straightforward or routine’ because:

The task or context will be familiar and involve few variable aspects. The techniques used will be familiar or commonly undertaken.

Example of context – Make a simple report on health and safety at your work placement.

Assessor's guide to interpreting the criteria

General Information

QCF general description for Level 1 qualifications

- Achievement at RQF entry level 3 (EQF Level 1) reflects the ability to use relevant knowledge, skills and procedures to complete routine tasks. It includes responsibility for completing tasks and procedures subject to direction or guidance.
- Use knowledge of facts, procedures and ideas to complete well- defined, routine tasks. Be aware of information relevant to the area of study or work
- Complete well-defined routine tasks. Use relevant skills and procedures. Select and use relevant information. Identify whether actions have been effective.
- Take responsibility for completing tasks and procedures subject to direction or guidance as needed

Requirements

- Standards must be confirmed by a trained Level 1 Assessor or higher
- Assessors must at a minimum record assessment judgements as entries in the online mark book on the INGOTs.org certification site.
- Routine evidence of work used for judging assessment outcomes in the candidates' records of their day to day work will be available from their e-portfolios and online work. Assessors should ensure that relevant web pages are available to their Account Manager on request by supply of the URL.
- When the candidate provides evidence of matching all the criteria to the specification, subject to the guidance below, the assessor can request the award using the link on the certification site. The Account Manager will request a random sample of evidence from candidates' work that verifies the assessor's judgement.
- When the Account Manager is satisfied that the evidence is sufficient to safely make an award, the candidate's success will be confirmed and the unit certificate will be printable from the web site.
- Each unit at Level 1 has recommended 40 guided learning hours based on time required to complete by an average learner.

Assessment Method

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Assessors can score each of the criteria N, L, S or H. N indicates no evidence and it is the default setting. L indicates some capability but some help still required to meet the standard. S indicates that the candidate can match the criterion to its required specification in keeping with the overall level descriptor. H indicates performance that goes beyond the expected in at least some aspects. Candidates are required to achieve at least S on all the criteria to achieve the full unit award. Once the candidate has satisfied all the criteria by demonstrating practical competence in realistic contexts they achieve the unit certificate.

Expansion of the assessment criteria

1. The candidate will know about health and safety procedures

1.1 I can state who I should tell in the event of an accident

Candidates should be able to know who they should notify of accidents

Evidence: Documentation in portfolios, assessor observations.

Additional information and guidance

Most companies will have a health and safety officer which should be publicised or introduced as part of training. Candidates should show they they have this information available if asked.

1.2 I can give an example of an emergency

Candidates should be able to list various emergencies

Evidence: Documentation in portfolios, assessor observations.

Additional information and guidance

Candidates should be able to cite general emergencies, such as fire or flood etc. Other jobs may have specific emergencies, such as shortage of a particular item in manufacture etc,

1.3 I can state one thing I should do if an emergency happens

The candidate will have some evidence of their actions in case of an emergency

Evidence: From portfolios, assessor observations.

Additional information and guidance

If there is a fire in the building or part of the building they are working in, what action do they have to take?

1.4 I can identify simple safety signs

The candidate will have some evidence of their understanding od the basic safety signs [1].

Evidence: From portfolios, assessor observations.

Additional information and guidance

Assessors or work based assessors should be able to test candidates on the main safety signs they are likely to encounter or that are specific to where they are working.

2. The candidate will be able to observe safe working practices

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2.1 I can follow specific instructions concerning health and safety practice in relation to a given task

The candidate will be able to evidence to an assessor that they are safe in their workplace

Evidence: From portfolios, local testing, assessor observations

Additional information and guidance

Candidates need to be observed working in a safe manner, regardless of where they are.

Moderation/verification

The assessor should keep a record of assessment judgements made for each candidate guided by the above guidance. Criteria should be interpreted in the context of the general descriptors of RQF Level 1 qualifications. They should make notes of any significant issues for any candidate and be in a position to advise candidates on suitable routes for progression. They must be prepared to enter into dialogue with their Account Manager and provide their assessment records to the Account Manager through the on-line mark book. They should be prepared to provide evidence as a basis for their judgements through reference to candidate e-portfolios. Before authorising certification, the Account Manager must be satisfied that the assessors judgements are sound. In the event of missing evidence, the assessor will be requested to gather appropriate information before the award can be made.

Source URL: https://theingots.org/community/emel3u26x

Links
[1] https://www.seton.co.uk/safety-signs

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