QUALIFICATION SPECIFICATION

FAA LEVEL 1 AWARD IN HEALTH AND SAFETY IN THE WORKPLACE (RQF)

AWARD IN HEALTH AND SAFETY IN THE WORKPLACE AT SCQF LEVEL 4

The qualification is an introduction to health and safety in the workplace and can form part of an employee's induction programme or a basis for a learner wishing to gain higher levels of training in this area.

The qualification provides learners with a basic knowledge and understanding of health and safety in the workplace under UK health and safety legislation ensuring that the working environment is safe and healthy.

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Qualification structure

This qualification is regulated in the UK and awarded by First Aid Awards. FAA are an Awarding Organisation regulated by Ofqual and SQA Accreditation. The qualification sits on the Regulated Qualifications Framework (RQF) and the Scottish Credit and Qualifications Framework (SCQF).

The qualification consists of one mandatory unit:

FAA LEVEL 1 AWARD IN HEALTH AND SAFETY IN THE WORKPLACE (RQF)						
QAN	**Unit title**	**URN**	**Credit value**	**Level**	**GLH**	**TQT**
600/8131/4	Introduction to Health and Safety for people at Work	T/601/8007	1	1	4	5
AWARD IN HEALTH AND SAFETY IN THE WORKPLACE AT SCQF LEVEL 4						
QAN	**Unit title**	**URN**	**Credit value**	**Level**	**GLH**	**TQT**
R376 04	Introduction to Health and Safety for people at Work	UF15 04	1	4	4	5

QAN – Qualification accreditation number URN – Unit reference number GLH – Guided learning hours TQT – Total Qualification Time

Entry requirements

The qualification is available to learners aged 14 or over but a learner cannot assume a responsibility in the workplace until they reach the age of 16.

It is recommended that learners should hold a minimum of Level 1 in literacy or equivalent to undertake this qualification.

It may be possible to allocate a reasonable adjustment to a learner who has a disability, medical condition or learning need; learners should contact their training provider to discuss. Any reasonable adjustments granted must be in line with the FAA Reasonable Adjustments Policy.

Qualification delivery

The qualification has 4 assigned guided learning hours (GLH) and 5 hours total qualification time (TQT). GLH indicates the number of classroom contact hours that the learner will undertake. TQT includes GLH but also takes into account any unsupervised learning and is an estimate of how long the average learner will take to complete the qualification.

The minimum classroom contact time of 4 hours should be delivered over a minimum of half a day. The course can be spread over a maximum of 2 weeks, ensuring that each session is a minimum of two hours.

The class ratio for this qualification is a maximum of 16 learners to 1 Trainer/Assessor.

Certification

The qualification does not have an expiry date but refresher training and keeping up to date with changes to policies, procedures and new legislation through ongoing CPD is vital.

Progression

Learners who achieve this qualification may progress on to higher level Health and Safety qualifications. FAA also offer qualifications in first aid, food safety and safeguarding should learners wish to diversify.

QUALIFICATION SPECIFICATION

Learning outcomes and assessment criteria

A regulated qualification has set learning outcomes and assessment criteria. The learning outcomes describe the skills and knowledge a learner will gain by successfully completing the qualification. The assessment criteria state the skills, knowledge and competence a learner will be required to demonstrate during the course assessment. A learner must successfully achieve all assessment criteria to be awarded the qualification.

INTRODUCTION TO HEALTH AND SAFETY FOR PEOPLE AT WORK	
LEARNING OUTCOMES **The learner will:**	**ASSESSMENT CRITERIA** **The learner can:**
1. Understand the importance of health, safety and welfare standards in the workplace	**1.1** State how the duties of employers contribute to a healthy and safe workplace **1.2** State how the duties of employees contribute to a healthy and safe workplace **1.3** Outline suitable workplace welfare arrangements
2. Know how hazards and risks are controlled in the workplace	**2.1** Identify how hazards and risks contribute to workplace risk assessments **2.2** State the importance of workers following procedures at work **2.3** Outline how to use methods for controlling risk in the workplace
3. Be aware of the main causes and effects of poor health and safety at work	**3.1** Outline the main causes of workplace injury **3.2** Outline the main causes of workplace ill health **3.3** Outline the reasons why accidents occur **3.4** State the effects of accidents at work **3.5** Outline the need to report accidents and near misses at work
4. Understand how health and safety information is communicated in the workplace	**4.1** Identify the main safety signs and signals found in the workplace **4.2** List sources of health and safety information found in the workplace **4.3** State the importance of workers notifying health and safety concerns to their employer

ASSESSMENT INFORMATION

The qualification is assessed by a written assessment.

A learner must successfully pass the written assessment to achieve the qualification. There is no grading of the assessment; learners pass or are referred.

The learner will complete a written assessment paper containing 15 multiple choice questions needing to achieve a minimum of 11 out of 15 to pass. The duration of the assessment is 30 minutes. An example question is '**What is a risk?**'