

# Level 1 Award in Health and Safety in a Construction Environment (6072-01)

December 2013 Version 1.0



## Qualification at a glance

<b>Subject area</b>	<b>Construction</b>
<b>City &amp; Guilds number</b>	6072
<b>Age group approved</b>	16-18 and 19+
<b>Entry requirements</b>	None
<b>Assessment</b>	Multiple Choice Test
<b>Support materials</b>	Qualification handbook
<b>Registration and certification</b>	Consult the Walled Garden/Online Catalogue for last dates

<b>Title and level</b>	<b>City &amp; Guilds number</b>	<b>Accreditation number</b>
Level 1 Award in Health and Safety in a Construction Environment	6072-01	601/1401/0

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# 1 Introduction

## About this Handbook

This Qualification Handbook tells you what you need to do to deliver the qualification.

Area	Description
Who is the qualification for?	This qualification is for learners wishing to qualify for the CSCS UK Ltd Green Card to access construction sites in the UK as a non-skilled worker.
What does the qualification cover?	The qualification covers the health and safety knowledge that is required to gain a CSCS Green Card for access to construction sites in the UK.
Who did we develop the qualification with?	The qualification was developed in conjunction with CITB and CSCS UK Ltd.

## Changes to the CSCS Green Card Scheme

The Green Card is intended for those working in labouring occupations only. From July 2014 CSCS is planning to introduce a new requirement for applicants to achieve a formal knowledge based qualification, the 'Health and Safety in a Construction Environment' Award. Achievement of this award will demonstrate the applicant's understanding of key issues affecting safe working practices on UK construction sites.

For further information on the changes to the Green Card scheme, please visit <http://www.cscs.uk.com>

## Piloting the Scheme

From the 1<sup>st</sup> December 2013, for a period of 3 months, CSCS working in conjunction with CITB will gather information from a selected number of centres on how the qualification has operated in practice.

Feedback from the pilot will be collated centrally and shared with Awarding Organisations. This may impact on both the content and the assessment of the scheme at a later date. Nonetheless, applicants that have gained the qualification during this period will still be eligible for a Green Card once the changes are introduced formally in July 2014.

To get involved in the Pilot scheme, please email [operations@cscs.gb.com](mailto:operations@cscs.gb.com)

City & Guilds will not initially provide support materials for this qualification, pending the outcome of the pilot. Please email suggestions to [construction@cityandguilds.com](mailto:construction@cityandguilds.com)

## Qualification Structure

To achieve the **Level 1 Award in Health and Safety in a Construction Environment** learners must achieve **4** credits from the mandatory unit.

<b>Unit accreditation number</b>	<b>City &amp; Guilds unit number</b>	<b>Unit title</b>	<b>Credit value</b>	<b>Unit Level</b>
<b>Mandatory</b>				
K/505/1933	Unit 101	Health and Safety in a Construction Environment	4	1



## 2 Centre requirements

### Approval

If your Centre is approved to offer any City & Guilds Construction Qualification that contains the Level 2 Unit in Health, Safety and Welfare in Construction you will be automatically approved to deliver this qualification.

To offer this qualification, new centres will need to gain both centre and qualification approval. Please refer to the *Centre Manual - Supporting Customer Excellence* for further information.

Centre staff should familiarise themselves with the structure, content and assessment requirements of the qualification before designing a course programme.

### Resource requirements

#### Centre staffing

All staff who assess (tutor/deliver) this qualification must:

- have recent relevant experience in the specific area they will be teaching;
- be technically competent in the area for which they are delivering training and/or have experience of providing training;
- hold, or be working towards, the relevant Assessor/Internal Quality Assurer TAQA qualification for their role in delivering, assessing and verifying this qualification, or meet the relevant experience requirements outlined above;
- have a CV mapped to the units to be taught, unless the Tutor/Deliverer holds a relevant qualification at or above the level of the qualification to be taught.

### **Continuing professional development (CPD)**

Centres must support their staff to ensure that they have current knowledge of the occupational area, that delivery, mentoring, training, assessment and verification is in line with best practice, and that it takes account of any national or legislative developments.

### **Learner entry requirements**

City & Guilds does not set entry requirements for this qualification. However, centres must ensure that learners have the potential and opportunity to gain the qualification successfully.

### **Age restrictions**

City & Guilds cannot accept any registrations for learners under 16 as this qualification is not approved for under 16s.



## 3 Delivering the qualification

### Initial assessment and induction

An initial assessment of each learner should be made before the start of their programme to identify:

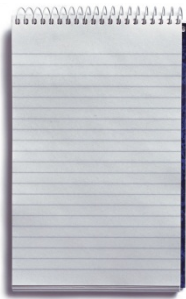
- if the learner has any specific training needs,
- support and guidance they may need when working towards their qualification.
- any units they have already completed, or credit they have accumulated which is relevant to the qualification.
- the appropriate type and level of qualification.

We recommend that centres provide an induction programme so the learner fully understands the requirements of the qualification, their responsibilities as a learner, and the responsibilities of the centre. This information can be recorded on a learning contract.

### Support materials

For the purpose of the pilot period, due to the limited time available, City & Guilds is unfortunately unable to provide any teaching and learning support materials for this qualification.





## 4 Assessment

Candidates must:

- successfully complete one online multiple choice test for the mandatory unit

City & Guilds has written the following assessments to use with this qualification:

- online multiple choice test, using e-volve
- a sample test, which can be downloaded from [www.cityandguilds.com](http://www.cityandguilds.com)

<b>Unit</b>	<b>Title</b>	<b>Assessment method</b>	<b>Where to obtain assessment materials</b>
101	Health and safety in a construction environment	E-volve test 6072-101 City & Guilds e-volve multiple choice test. The test covers all knowledge in the unit.	Examination provided on e-volve.

### Time constraints

The e-volve test must be completed in 70 minutes.

### Test specifications

The way the knowledge is covered by each test is laid out in the table below:

**Test 1:** Unit 101  
**Duration:** 70 minutes

<b>Unit</b>	<b>Outcome</b>	<b>Number of questions</b>	<b>%</b>
101	1 Know the principles of risk assessment for maintaining and improving health and safety at work	11	24
	2 Know the importance of safe manual handling in the workplace	8	18
	3 Know the importance of working safely at height in the workplace	9	20
	4 Know risks to health within a construction environment	12	27

5 Know the importance of working around plant and equipment safely	5	11
<b>Total</b>	<b>45</b>	<b>100</b>

The grade boundary for this test will be approximately 80% for a pass.

The boundary may be subject to slight variation to ensure fairness should any variations in the difficulty of the test be identified.

### **Recognition of prior learning (RPL)**

Recognition of prior learning means using a person's previous experience or qualifications which have already been achieved to contribute to their learning

RPL is allowed and is also sector specific.



## 5 Units

### Availability of units

The following units can also be obtained from The Register of Regulated Qualifications: <http://register.ofqual.gov.uk/Unit>

### Structure of units

These units each have the following:

- City & Guilds reference number
- unit accreditation number (UAN)
- title
- level
- credit value
- guided learning hours
- unit aim
- learning outcomes which are comprised of a number of assessment criteria

### Range explained

Range gives further scope on what areas within an assessment criteria must be covered. The range in a unit **must** be taught to learners and parts of the range will be assessed.

## Unit 101

## Health and Safety in a Construction Environment

<b>UAN:</b>	<b>K/505/1933</b>
<b>Level:</b>	1
<b>Credit value:</b>	4
<b>GLH:</b>	40
<b>Aim:</b>	This unit enables the learner to know the principles of risk assessments, the importance of safe manual handling, working safely at height, and using equipment safely and the general health risks in a construction environment.

<b>Learning outcome</b>
The learner will: 1. Know the principles of risk assessment for maintaining and improving health and safety at work.
<b>Assessment criteria</b>
The learner can: 1.1 state the purpose of risk assessments and method statements 1.2 state the legal requirements of risk assessments and method statements 1.3 state common causes of work-related: a. fatalities b. injuries 1.4 state the <b>implications</b> of not preventing accidents and ill health at work 1.5 state the meaning of the following in relation to health and safety at work: a. accident b. near miss c. hazard d. risk e. competence 1.6 list typical hazards/risks associated with the following: a. resources b. equipment c. obstructions d. storage e. services f. wastes g. work activities 1.7 state the importance of reporting accidents and near misses

1.8 state typical accident reporting procedures 1.9 state who is responsible for making accident reports
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<b>Range</b>
<b>Implications</b> Death Injury Legal action Insurance Delays Morale at work

<b>Learning outcome</b>
The learner will: 2. Know the importance of safe manual handling in the workplace
<b>Assessment criteria</b>
The learner can: 2.1 state the reasons for ensuring safe manual handling in the workplace 2.2 state potential injuries and ill health that may occur from incorrect manual handling 2.3 state the employee's responsibilities under current legislation and official guidance for: a. moving and storing materials b. manual handling c. mechanical lifting 2.4 state the procedures for safe lifting in accordance with official guidance 2.5 state the importance of using site safety equipment when handling materials and equipment 2.6 list <b>aids</b> available to assist manual handling in the workplace 2.7 state how to apply safe work practices, follow procedures and report problems when carrying out safe manual handling in the workplace

<b>Range</b>
<b>Aids</b> Pallet truck Forklift truck Lifting sling Roust-about Wheelbarrow Sack barrow Kerb/vacuum lifters

<b>Learning outcome</b>
The learner will: 3. Know the importance of working safely at height in the workplace
<b>Assessment criteria</b>
The learner can:

<p>3.1 define the term 'working at height'</p> <p>3.2 state the employee's responsibilities under current legislation and official guidance whilst working at height</p> <p>3.3 list hazards/risks associated with the following:</p> <ul style="list-style-type: none"> <li>a. dropping tools and debris</li> <li>b. stability of ladders</li> <li>c. overhead cables</li> <li>d. fragile roofs</li> <li>e. scaffolds</li> <li>f. internal voids</li> <li>g. equipment</li> <li>h. the working area</li> <li>i. other people</li> </ul> <p>3.4 state how hazards/risks associated with working at height can be <b>controlled</b></p> <p>3.5 state the regulation that controls the use of suitable equipment for working at height</p>
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<b>Range</b>
<p><b>Controlled</b></p> <p>Following safe systems of work</p> <p>Tool lanyards</p> <p>Collective protective measures</p> <p>Securing items</p> <p>Inspections</p>

<b>Learning outcome</b>
<p>The learner will:</p> <p>4. Know risks to health within a construction environment</p>
<b>Assessment criteria</b>
<p>The learner can:</p> <p>4.1 list <b>substances</b> hazardous to health under current regulations</p> <p>4.2 list common <b>risks</b> to health within a construction environment</p> <p>4.3 state the types of hazards/risks that may occur in the workplace linked with use of drugs and alcohol</p> <p>4.4 state the importance of the correct storage of combustibles and chemicals on site</p> <p>4.5 state the importance of personal hygiene within a construction environment</p> <p>4.6 state the potential hazards/risks to the health of workers exposed to asbestos</p> <p>4.7 state <b>types</b> of asbestos waste</p> <p>4.8 state <b>types</b> of personal protective equipment (PPE) used when dealing with hazardous materials</p>

<b>Range</b>
<p><b>Substances</b></p> <p>Dust</p> <p>Fumes/vapours</p>

<p>Chemicals Gases</p> <p><b>Risks</b> Hand Arm Vibration Noise Respiratory illness Dermatitis Muscular skeletal problems Falling from height Struck by moving plant machinery</p> <p><b>Types (4.7)</b> Roofing/sheeting materials Lagging Textured coatings Gaskets Fire resistant boards Sprayed</p> <p><b>Types (4.8)</b> Eye protection Hand and arm protection Respiratory protection Head protection Safety footwear Hearing protection Overalls</p>
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<b>Learning outcome</b>
The learner will: 5. Know the importance of working around plant and equipment safely
<b>Assessment criteria</b>
The learner can: 5.1 list ways in which moving machinery can cause injuries 5.2 state <b>hazards/risks</b> relating to the use of plant and equipment 5.3 state the importance of safeguards located near where plant and machinery is being used 5.4 state the importance of keeping a safe distance away from plant/machinery and equipment until clear contact is made with the operator 5.5 outline how method statements can assist in ensuring the safety of workers where moving plant is in use 5.6 state ways to eliminate or control hazards/risks relating to working around plant and equipment 5.7 identify hazard warning signs and symbols used around the use of plant and equipment

<b>Range</b>
<b>Hazards/risks</b> struck by moving machinery

striking cables and buried services  
Trapped by moving machinery  
Damage from flying debris  
Electric shocks  
Burns  
Noise  
Tripping  
Injury during use of and changing of tooling  
Dust



# Unit 101 Health and Safety in a Construction Environment

## Supporting information

### Assessment Guidance

#### Assessment requirements:

Assessment criteria 1.6:

**One** hazard/risk must be listed for **each** of the following:

- resources
- equipment
- obstructions
- storage
- services
- wastes
- work activities

Assessment criteria 2.6:

**Four** aids must be listed

Assessment criteria 3.3:

**One** hazard/risk must be listed for **each** of the following:

- dropping tools and debris
- stability of ladders
- the working area
- overhead cables
- fragile roofs
- scaffolds
- internal voids
- equipment
- other people

Assessment criteria 4.2:

**Five** risks to health must be listed

Assessment criteria 4.7:

**Two** types of asbestos waste must be stated

Assessment criteria 4.8:

**Three** types of personal protective equipment (PPE) must be stated

Assessment Criteria 5.2:

**Five** hazards/risks must be stated



## Relationships to other qualifications

### **Literacy, language, numeracy and ICT skills development**

This qualification can develop skills that can be used in the following qualifications:

- Functional Skills (England) – see [www.cityandguilds.com/functionalskills](http://www.cityandguilds.com/functionalskills)
- Essential Skills (Northern Ireland) – see [www.cityandguilds.com/essentialskillsni](http://www.cityandguilds.com/essentialskillsni)
- Essential Skills Wales – see [www.cityandguilds.com/esw](http://www.cityandguilds.com/esw)



## Appendix 1 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. They should be referred to in conjunction with this handbook. To download the documents and to find other useful documents, go to the **Centres and Training Providers homepage** on [www.cityandguilds.com](http://www.cityandguilds.com).

**Centre Manual - Supporting Customer Excellence** contains detailed information about the processes which must be followed and requirements which must be met for a centre to achieve 'approved centre' status, or to offer a particular qualification, as well as updates and good practice exemplars for City & Guilds assessment and policy issues. Specifically, the document includes sections on:

- The centre and qualification approval process
- Assessment, internal quality assurance and examination roles at the centre
- Registration and certification of candidates
- Non-compliance
- Complaints and appeals
- Equal opportunities
- Data protection
- Management systems
- Maintaining records
- Assessment
- Internal quality assurance
- External quality assurance.

**Our Quality Assurance Requirements** encompasses all of the relevant requirements of key regulatory documents such as:

- Regulatory Arrangements for the Qualifications and Credit Framework (2008)
- SQA Awarding Body Criteria (2007)
- NVQ Code of Practice (2006)

and sets out the criteria that centres should adhere to pre and post centre and qualification approval.

**Access to Assessment & Qualifications** provides full details of the arrangements that may be made to facilitate access to assessments and qualifications for candidates who are eligible for adjustments in assessment.

The **centre homepage** section of the City & Guilds website also contains useful information on such things as:

- **Walled Garden:** how to register and certificate candidates on line
- **Qualifications and Credit Framework (QCF):** general guidance about the QCF and how qualifications will change, as well as information on the IT systems needed and FAQs
- **Events:** dates and information on the latest Centre events
- **Online assessment:** how to register for e-assessments.

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## Useful contacts

<b>UK learners</b> <b>General qualification information</b>	<b>T: +44 (0)844 543 0033</b> <b>E: learnersupport@cityandguilds.com</b>
<b>International learners</b> General qualification information	T: +44 (0)844 543 0033 F: +44 (0)20 7294 2413 E: <b>intcg@cityandguilds.com</b>
<b>Centres</b> Exam entries, Certificates, Registrations/enrolment, Invoices, Missing or late exam materials, Nominal roll reports, Results	T: +44 (0)844 543 0000 F: +44 (0)20 7294 2413 E: <b>centresupport@cityandguilds.com</b>
<b>Single subject qualifications</b> Exam entries, Results, Certification, Missing or late exam materials, Incorrect exam papers, Forms request (BB, results entry), Exam date and time change	T: +44 (0)844 543 0000 F: +44 (0)20 7294 2413 F: +44 (0)20 7294 2404 (BB forms) E: <b>singlesubjects@cityandguilds.com</b>
<b>International awards</b> Results, Entries, Enrolments, Invoices, Missing or late exam materials, Nominal roll reports	T: +44 (0)844 543 0000 F: +44 (0)20 7294 2413 E: <b>intops@cityandguilds.com</b>
<b>Walled Garden</b> Re-issue of password or username, Technical problems, Entries, Results, e-assessment, Navigation, User/menu option, Problems	T: +44 (0)844 543 0000 F: +44 (0)20 7294 2413 E: <b>walledgarden@cityandguilds.com</b>
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