



Summary of Learning Outcomes

Level 2 Award in Health and Safety
in the Workplace

Qualification Number: 500/5439/9

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SUMMARY OF LEARNING OUTCOMES FOR LEVEL 2 AWARD IN HEALTH AND SAFETY IN THE WORKPLACE

1. Summary of Learning Outcomes:

1.1 [Introduction to Health and Safety](#)

1.1.1 Candidates must understand the importance of health and safety and reasons for behaving responsibly

1.2 [Legal Requirements for Health and Safety and Enforcement](#)

1.2.1 Candidates must have an awareness of the legislative requirements for health and safety in the workplace.

1.3 [Responsibilities for Health and Safety](#)

1.3.1 Candidates must understand that everyone within a business has responsibilities for the health and safety of themselves and those affected by their work activities

1.4 [Accidents](#)

1.4.1 Candidates must be able to understand the importance of preventing and reporting accidents

1.5 [Risk Assessment](#)

1.5.1 Candidates should be able to understand the concept and benefits of risk assessment

1.6 [Occupational Hazards](#)

1.6.1 Candidates must be able to identify common occupational hazards and their controls

1.7 [The Workplace](#)

1.7.1 Candidates must know and understand how the conditions in a workplace such as housekeeping, layout, access and traffic routes, lighting, ventilation, noise, temperature, dust and fumes, working hazards, storage and racking can represent hazards and cause accidents

1.8 Welfare Provision

1.8.1 Candidates must know and understand the meaning of the term 'welfare provision at work', The importance of personal hygiene, The facilities that must be available to employees to ensure personal hygiene and health

1.9 Safety Signs

1.9.1 Candidates must know and understand the meanings of the different types of safety signs and the hazards that they indicate including prohibition, warning, safe condition, mandatory and fire signs

1.10 First Aid Equipment and Facilities

1.10.1 Candidates must know and understand the importance of the provision of first aid equipment, facilities and procedures and the role of trained first aid personnel

1.11 Personal Protective Equipment

1.11.1 Candidates must know and understand The types of personal protective equipment available and the hazards against which they provide protection, including protective clothing, head, hearing and eye protection, respiratory, hand and foot protection

2. **Outcome Details**

2.1 Introduction to Health and Safety

2.1.1 Candidates must understand the importance of health and safety and reasons for behaving responsibly and be able to:

2.1.1.1 Explain the term health and safety; appreciate the nature of and the difference between both terms and how the terms can be applied to their own workplace.

2.1.1.2 Describe why health and safety is important using moral, legal and financial reasoning.

2.1.1.3 Outline the consequences of poor health and safety standards are and be able to give examples of these in the context of their own workplace and others.

2.1.1.4 Explain how good health and safety standards can benefit everyone: the owner, manager and every

employee. Be able to give examples of the benefits of good standards.

- 2.1.1.5 Show an understanding of the 3 main factors which affect health and safety - Environmental, Human and Occupational. Be able to give examples of these from within their workplace

2.2 Legal Requirements for Health and Safety and enforcement

2.2.1 Candidates must have an awareness of the legislative requirements for health and safety in the workplace and be able to:

- 2.2.1.1 Appreciate how health and safety law operates within the UK criminal and civil systems/courts.
- 2.2.1.2 Show an awareness of the Health and safety at Work etc Act 1974 and its main provisions.
- 2.2.1.3 Describe the basic responsibilities of an employer or manager for health and safety (Health and Safety at Work etc Act 1974 and subsequent Regulations) with regards to both employees and non-employees.
- 2.2.1.4 Describe how health and safety legislation is enforced and by which authorities.
- 2.2.1.5 Describe the potential consequences and penalties of non compliance.
- 2.2.1.6 Describe the powers available to an Enforcement Officer and / or Authority and the actions that can be taken by enforcement authorities.

2.3 Responsibilities for Health and Safety

2.3.1 Candidates must understand that everyone within a business has responsibilities for the health and safety of themselves and those affected by their work activities and be able to:

- 2.3.1.1 Explain the term 'safety culture' and give examples of how health and safety can be promoted positively throughout their organisation.

2.3.1.2 Recognise who is responsible for the development of a safety culture and the effective communication of health and safety throughout the organisation.

2.3.1.3 Be able to describe the basic responsibilities of every employee for the health and safety of themselves and others (Health and Safety at Work etc Act 1974 and subsequent Regulations)

2.4 Accidents

2.4.1 Candidates must be able to understand the importance of preventing and reporting accidents and be able to:

2.4.1.1 Define the term 'ill health' and 'accident' and the reasons why these need to be reported

2.4.1.2 Recognise 'other incidents' and the reasons why these need to be reported

2.4.1.3 Show an awareness of the workplace accident reporting and recording procedure and have an awareness of the legal requirements for reporting accidents

2.5 Risk Assessment

2.5.1 Candidates should be able to understand the concept and benefits of risk assessment and be able to:

2.5.1.1 Define the term 'hazard' and 'risk' and be able to give examples of hazards in the workplace.

2.5.1.2 Be able to identify factors which increase risk and outline a method of quantifying the risk.

2.5.1.3 Define the term 'control measure' and be able to give examples of these.

2.5.1.4 Define the term 'safe system of work' and give examples of how this can operate in a workplace.

2.5.1.5 Outline the circumstances where specialised risk assessments are required.

2.5.1.6 State the five steps of risk assessment and be able to apply these in simple workplace situations.

- 2.5.1.7 Recognise when to deal with a situation under the control of an employee, and when to report a hazard to a senior employee.
- 2.5.1.8 Outline the responsibilities of the employer and employee under current legal requirements

2.6 Occupational Hazards

- 2.6.1 Candidates must be able to identify common occupational hazards and their controls by being able to:
 - 2.6.1.1 Describe the risks associated with manual handling and the injuries and musculoskeletal disorders that can arise and give examples of how the risk of injury can be reduced by the use of safe lifting techniques and mechanical aids.
 - 2.6.1.2 Outline the factors to take into account when assessing manual handling operations.
 - 2.6.1.3 Give examples of working at height activities in the workplace and outline the factors that can increase the risk of people and objects falling from a height.
 - 2.6.1.4 Identify control measures to prevent or reduce the risk of falls from height and Identify safe systems and equipment to access height.
 - 2.6.1.5 Identify hazardous substances in the workplace and understand the routes of entry hazardous substances can take into the body.
 - 2.6.1.6 Describe the legal requirements for assessing the risk from hazardous substances.
 - 2.6.1.7 Know the hierarchy of control to reduce the risks posed by hazardous substances and understand the need for health surveillance.
 - 2.6.1.8 Describe the information, instruction and training requirements when in contact with, handling or using hazardous substances.

- 2.6.1.9 Show an awareness of the long and short term consequences of exposure to noise and vibration AND give examples of injuries and conditions that can be caused by this exposure. Candidates should be able to state that specialist assessments may be required for noise and vibration and understand the need for health surveillance.
- 2.6.1.10 Show an awareness of the legal requirements and responsibilities with regards to current legislation AND have an awareness of the hierarchy of control measures to prevent injuries and ill health from noise and vibration.
- 2.6.1.11 State the most common accidents caused by vehicles and transport at work and have an understanding of the factors that cause accidents involving vehicles at work, giving examples of the control measures which could prevent or reduce the risk of these types of accidents.
- 2.6.1.12 Identify the most likely causes of fire in the workplace, explain the ways fire can spread through a workplace and describe how to prevent a fire occurring.
- 2.6.1.13 Differentiate between the different types of fire extinguisher and their use on classes of fire.
- 2.6.1.14 Outline what action should be taken in case of fire including evacuation procedures.
- 2.6.1.15 Have an appreciation of the hazards posed by work task design and display screen equipment and be aware of the types of musculoskeletal disorders, injuries and ill health that can be caused.
- 2.6.1.16 Explain how utilising ergonomic principles can prevent injuries and ill health and Understand the need for health surveillance.
- 2.6.1.17 Explain the term work equipment and be able to give examples in the workplace and have an awareness of the mechanical and non-mechanical hazards posed by work equipment and the types of injury that can be caused.

- 2.6.1.18 Explain the need for the correct use of work equipment and be able to state control measures to prevent injury including: risk assessment, design and construction, suitability, correct siting, environment of use, safe systems of work, training and authorisation, maintenance and cleaning, personal protective equipment.
- 2.6.1.19 Show an awareness of the hazards posed by electricity and electrical equipment and the types of injury that can be caused.
- 2.6.1.20 Describe the difference between a direct and indirect electric shock.
- 2.6.1.21 State the action to be taken should an electric shock occur and give examples of how to prevent electric shocks and the safe systems of work that need to be used.
- 2.6.1.22 Define the term 'confined space' and have an awareness of the hazards posed by confined spaces and the types of injury that can be caused.
- 2.6.1.23 Be able to describe the legal requirements for the risk assessment and control measures to prevent injury including avoidance of entry into confined spaces, safe systems of work and arrangements for emergency rescue.
- 2.6.1.24 Give examples of pressure systems and equipment and have an awareness of the main hazards that can give rise to injury.
- 2.6.1.25 Be able to describe the legal requirements for the risk assessment and control measures for compliance in the use of pressure systems. Have an awareness of the main hazards that can give rise to injury.
- 2.6.1.26 Give examples of hazards posed to the employee by other employees or the organisation including: stress, harassment, bullying, violence, drugs and alcohol abuse and be able to state the control measures to reduce the risk of an individual being affected by such hazards.

2.6.1.27 Be able to give examples of ill health in the workplace, the causes of these and the occupations with which they are commonly associated. Describe the legal requirements for risk assessment and give examples of control measures to prevent ill health.

2.6.1.28 Show an awareness of the need to report all incidents of ill health as soon as possible

2.7 The Workplace

2.7.1 Candidates must know and understand how the conditions in a workplace such as housekeeping, layout, access and traffic routes, lighting, ventilation, noise, temperature, dust and fumes, working hazards, storage and racking can represent hazards and cause accidents, including being able to:

2.7.1.1 Outline the basic legal requirements that are applicable to each of the above.

2.8 Welfare Provision

2.8.1 Candidates must Know and understand the meaning of the term 'welfare provision at work', The importance of personal hygiene, The facilities that must be available to employees to ensure personal hygiene and health, and be able to:

2.8.1.1 Define the term 'welfare provision at work'

2.8.1.2 Explain why personal hygiene is important

2.8.1.3 Show an awareness of the facilities that must be provided to promote welfare at work including: toilets and washing facilities, supply of drinking water, changing facilities and rest facilities

2.9 Safety Signs

2.9.1 Candidates must know and understand the meanings of the different types of safety signs and the hazards that they indicate including prohibition, warning, safe condition, mandatory and fire signs and be able to:

2.9.1.1 Be aware of the different types of safety sign, their meaning, shape, colour and how they should be used

2.10 First Aid Equipment and Facilities

2.10.1 Candidates must know and understand the importance of the provision of first aid equipment, facilities and procedures and the role of trained first aid personnel and be able to:

2.10.1.1 Outline the importance of first aid and how employers decide on the first aid facilities and requirements in their workplace.

2.10.1.2 State the requirements for the storage and provision of first aid equipment.

2.10.1.3 Explain the terms 'appointed person' and 'first aider' and their roles.

2.11 Personal Protective Equipment

2.11.1 Candidates must know and understand The types of personal protective equipment available and the hazards against which they provide protection, including protective clothing, head, hearing and eye protection, respiratory, hand and foot protection and be able to:

2.11.1.1 Explain the different types of personal protective equipment and the hazards against which they provide protection.

2.11.1.2 Explain when personal protective equipment should be used.

2.11.1.3 Show an awareness of appropriate use, storage, cleaning and maintenance of personal protective equipment.