

# Level 1 Award in Health and Safety in a Construction Environment

(6072-51)

Version 1.1 (December 2017)

Qualification Handbook

## Qualification at a glance

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

Title and level	GLH	TQT	City & Guilds qualification number	Ofqual accreditation number
Level 1 Award in Health and Safety in a Construction Environment	21	29	6072-51	603/1347/X

Version and date	Change detail	Section
1.1 December 2017	Approximate Pass Mark for the Examination has been added to the handbook.	4 Assessment – Assessment Strategy

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# 1 Introduction

This document 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.
Is it part of an apprenticeship framework or initiative?	No

## Structure

To achieve the qualification learners must achieve the following units

Level 1 Award in Health and Safety in a Construction Environment

City & Guilds unit number	Unit title	GLH
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### Mandatory units

501	Health and safety in a construction environment	21
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## Total Qualification Time

Total Qualification Time (TQT) is the total amount of time, in hours, expected to be spent by a Learner to achieve a qualification. It includes both guided learning hours (which are listed separately) and hours spent in preparation, study and assessment.

Title and level	GLH	TQT
Level 1 Award in Health and Safety in a Construction Environment	21	29

## 2 Centre requirements

### Approval

If your Centre is approved to offer the qualification 6072-01 Level 1 Award in Health and Safety in a Construction Environment then you can apply for the new 6072-51 Level 1 Award in Health and Safety in a Construction Environment approval using the fast track approval form, available from the City & Guilds website.

Centres should use the fast track form if:

- there have been no changes to the way the qualifications are delivered, and
- they meet all of the approval criteria in the fast track form guidance notes.

Fast track approval is available for 12 months from the launch of the qualification. After 12 months, the Centre will have to go through the standard Qualification Approval Process. The centre is responsible for checking that fast track approval is still current at the time of application.

To offer these qualifications, 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 qualifications before designing a course programme.

### Resource requirements

#### *Resources*

There are no specific resource requirements for this qualification.

#### *Centre staffing*

Staff delivering these qualifications must be able to demonstrate that they meet the following occupational expertise requirements. They should:

- be occupationally competent or technically knowledgeable in the area[s] for which they are delivering training and/or have experience of providing training. This knowledge must be to the same level as the training being delivered
- have recent relevant experience in the specific area they will be assessing
- have credible experience of providing training.

Centre staff may undertake more than one role, eg tutor and assessor or internal verifier, but cannot internally verify their own assessments.

### Learner entry requirements

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

## Age restrictions

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

## 3 Delivering the qualification

### Initial assessment and induction

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

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

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

### Support materials

The following resources are available for these qualifications:

Description	How to access
Sample assessments	<a href="http://www.cityandguilds.com">www.cityandguilds.com</a>

### *Recording documents*

Candidates and centres may decide to use a paper-based or electronic method of recording evidence.

City & Guilds endorses several ePortfolio systems, including our own, Learning Assistant, an easy-to-use and secure online tool to support and evidence learners' progress towards achieving qualifications. Further details are available at: [www.cityandguilds.com/eportfolios](http://www.cityandguilds.com/eportfolios).

City & Guilds has developed a set of *Recording forms* including examples of completed forms, for new and existing centres to use as appropriate. Recording forms are available on the City & Guilds website.

Although new centres are expected to use these forms, centres may devise or customise alternative forms, which must be approved for use by the external verifier, before they are used by candidates and assessors at the centre. Amendable (MS Word) versions of the forms are available on the City & Guilds website.

## 4 Assessment

### Summary of assessment methods

#### *Candidates must:*

- successfully complete one multiple choice test for the mandatory unit

#### *Time constraints*

The following must be applied to the assessment of this qualification:

- Candidates must finish their assessment within their period of registration

### Assessment strategy

#### *Test Specifications*

The pass mark is approximately 80%, however, this is may be adjusted to ensure consistency across cohorts (reliability).

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

Test: 6072- 501	Duration: 70 minutes		
Unit	Outcome	Number of questions	%
501	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



Test: 6072- 501	Duration: 70 minutes		
		Total	45
			100

### *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 a new qualification.

For this qualification, RPL is allowed and is not sector specific.

## 5 Units

### Structure of the units

These units each have the following:

- City & Guilds reference number
- Title
- Level
- Guided learning hours (GLH)
- Learning outcomes, which are comprised of a number of assessment criteria

Centres must deliver the full breadth of the range. Specialist equipment or commodities may not be available to all centres, so centres should ensure that their delivery covers their use. This may be covered by a practical demonstration (e.g. video). For the practical assessments for this qualification, centres should ensure that there are sufficient resources to complete the task but are not required to use all the equipment or commodities in the range.

## Unit 501

## Health and safety in a construction environment

<b>Unit level:</b>	Level 1
<b>GLH:</b>	21
<b>Unit aim:</b>	The purpose and aim of this unit is to provide the learner with the skills and knowledge required in Health and Safety in a Construction Environment.
<b>Endorsed by</b>	CITB

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### Learning outcome

The learner will:

- 1 Know the principles of risk assessment for maintaining and improving health and safety at work

### Assessment criteria

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:
  - fatalities
  - injuries
- 1.4 State the implications 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:
  - accident
  - near miss
  - hazard
  - risk
  - competence
- 1.6 List typical hazards and potential risks associated with the following:
  - resources
  - equipment
  - obstructions
  - storage
  - services
  - wastes
  - 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
  - 1.10 State the purpose of dynamic risk assessments
- 

### **Learning outcome**

The learner will:

- 2 Know the importance of safe manual handling in the workplace

### **Assessment criteria**

The learner can:

- 2.1 State the reasons for ensuring safe manual handling in the workplace
  - 2.2 State the 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:
    - moving and storing materials
    - manual handling
    - 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 aids 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
- 

### **Learning outcome**

The learner will:

- 3 Know the importance of working safely at height in the workplace

### **Assessment criteria**

The learner can:

- 3.1 Define the term 'working at height'
  - 3.2 State the employee's responsibilities under current legislation and official guidance whilst working at height
  - 3.3 List hazards and potential risks associated with the following:
    - dropping tools and debris
    - stability of ladders
    - overhead cables
    - fragile roofs
-

- scaffolds
  - internal voids
  - equipment
  - the working area
  - other people
- 3.4 State how hazards and potential risks associated with working at height can be controlled
- 3.5 State the regulation that controls the use of suitable equipment for working at height
- 

### **Learning outcome**

The learner will:

- 4 Know risks to health within a construction environment

### **Assessment criteria**

The learner can:

- 4.1 List the main groups of substances hazardous to health under current regulations
- 4.2 List common risks to health within a construction environment
- 4.3 State the types of hazards and potential risks that may occur in the workplace linked with the use of drugs and alcohol
- 4.4 State the importance of the correct storage of combustibles and chemicals on site
- 4.5 State the importance of personal hygiene within a construction environment
- 4.6 State the potential risks to the health of workers exposed to asbestos
- 4.7 State the types of asbestos waste
- 4.8 State the types of personal protective equipment (PPE) that may be used when dealing with hazardous materials
- 

### **Learning outcome**

The learner will:

- 5 Know the importance of working around plant and equipment safely

### **Assessment criteria**

The learner can:

- 5.1 List ways in which moving plant, machinery or equipment can cause injuries
- 5.2 State the hazards/risks relating to the use of plant and equipment
- 5.3 State the importance of safeguards located near where plant, machinery and equipment are being used
- 5.4 State the importance of keeping a safe distance away from plant, machinery or 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, machinery or equipment is in use
-

- 5.6 State the ways to eliminate or control risks relating to working around plant, machinery or equipment
- 5.7 Identify hazard warning signs and symbols used when operating, working with, around or in close proximity to plant, machinery or equipment.

Supporting Information

*Evidence requirements*

Assessment requirements:

Assessment criteria 1.6:

**One** hazard and potential 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 and potential 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 4.1

List **five** substance groups

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 and **Five** potential risks must be stated



## 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:

- 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
- **Events:** dates and information on the latest Centre events
- **Online assessment:** how to register for e-assessments.

*Centre Guide – Delivering International Qualifications* 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.

Specifically, the document includes sections on:

- The centre and qualification approval process and forms

- Assessment, verification and examination roles at the centre
- Registration and certification of candidates
- Non-compliance
- Complaints and appeals
- Equal opportunities
- Data protection
- Frequently asked questions.

## Appendix 2 Useful contacts

<b>UK learners</b> General qualification information	E: <a href="mailto:learnersupport@cityandguilds.com">learnersupport@cityandguilds.com</a>
<b>International learners</b> General qualification information	E: <a href="mailto:intcg@cityandguilds.com">intcg@cityandguilds.com</a>
<b>Centres</b> Exam entries, Certificates, Registrations/enrolment, Invoices, Missing or late exam materials, Nominal roll reports, Results	E: <a href="mailto:centresupport@cityandguilds.com">centresupport@cityandguilds.com</a>
<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	E: <a href="mailto:singlesubjects@cityandguilds.com">singlesubjects@cityandguilds.com</a>
<b>International awards</b> Results, Entries, Enrolments, Invoices, Missing or late exam materials, Nominal roll reports	E: <a href="mailto:intops@cityandguilds.com">intops@cityandguilds.com</a>
<b>Walled Garden</b> Re-issue of password or username, Technical problems, Entries, Results, e- assessment, Navigation, User/menu option, Problems	E: <a href="mailto:walledgarden@cityandguilds.com">walledgarden@cityandguilds.com</a>
<b>Employer</b> Employer solutions, Mapping, Accreditation, Development Skills, Consultancy	E: <a href="mailto:business@cityandguilds.com">business@cityandguilds.com</a>
<b>Publications</b> Logbooks, Centre documents, Forms, Free literature	

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As the UK's leading vocational education organisation, City & Guilds is leading the talent revolution by inspiring people to unlock their potential and develop their skills. We offer over 500 qualifications across 28 industries through 8500 centres worldwide and award around two million certificates every year. City & Guilds is recognised and respected by employers across the world as a sign of quality and exceptional training.

## City & Guilds Group

The City & Guilds Group is a leader in global skills development. Our purpose is to help people and organisations to develop their skills for personal and economic growth. Made up of City & Guilds, City & Guilds Kineo, The Oxford Group and ILM, we work with education providers, businesses and governments in over 100 countries.

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