

Scheme rules – Appendix A

Health and safety awareness



Site Safety Plus

Health and safety awareness (HSA)

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1. Introduction

This one-day *Health and safety awareness* (HSA) course is designed to aid the understanding of potential hazards the construction worker may face on site.

It provides a practical summary of health, safety, welfare and environmental issues. It identifies the delegate's responsibilities for looking after themselves and others, outlines the employer's duties and explains what should be done if the worker thinks that anyone's health and safety is being put at risk.

The course is an ideal foundation for those wishing to obtain an industry site card.

It is also an alternative route to the QCF Level 1 Award in Health and Safety in a Construction Environment for the CSCS Labourer Card.

The course provides health and safety awareness and is endorsed by Build UK as standard training for all operatives on site.

2. Aims

To ensure the individual responsibilities of the worker are understood.

- Why they are carrying out their identified duties.
- What is expected of them.
- How they contribute to the safety of the workplace.

3. Entry requirements

Delegates must be competent in English at operative level. The course content is suited to all ability levels.

4. Assessment

Assessment will be by multiple-choice question paper at the end of the course. Delegates are also expected to actively participate during the course.

5. Delegate numbers

The minimum number of delegates per course is three. The maximum number of delegates per course is 20. These minimum and maximum delegate numbers are not subject to an appeal.

6. Course duration and attendance

This is a one-day course. Delegates are required to complete the full day (7.5 hours) to be eligible for certification.

7. Progression

A natural progression from this course would be to attend the *Site supervision safety training scheme* (SSSTS) course or a supervisor specialist skills course.

8. Course publications and materials

Construction health and safety awareness (GE707) is the supporting publication for this course and is mandatory.

9. Notes to training providers

- At the start of the course, training providers must provide each delegate with a copy of the latest edition of the mandatory publication (GE707), which will be retained by the delegate upon completion of the course.
- Training providers can also use additional support materials to meet the delegates' needs, provided that the aims and learning outcomes of the course are met.
- The examination paper number will be notified to the training provider by CITB once the course booking is accepted.

10. Learning outcomes

Delegates taking this course should be able to achieve all of the learning outcomes listed below by the end of the course.

Module 1

1. Legal and general responsibilities

State the general responsibilities for health and safety at work

2. Accident reporting and recording

State how you and your employer are responsible for maintaining a safe place to work

Module 2

1. Health and welfare

State the common causes of work-related ill health. Identify the risks and how you can reduce those risks

2. First aid and emergency procedures

State the first aid and emergency procedures and know your role within them

3. Personal protective equipment

Identify the rules for personal protective equipment (PPE), the common forms and their use

4. Asbestos

List the risks of asbestos in the workplace, how to work with it and its management

5. Respiratory hazards

State the risks and how to mitigate workplace respiratory hazards

6. Noise and vibration

State the health risk of excessive noise and vibration and how to mitigate those risks

7. Hazardous substances

Identify the hazardous substances within the workplace and their role to ensure risks are mitigated

8. Manual handling

Identify the risks of manual handling, how to recognise activities that pose a risk and how to manage that risk

Module 3

1. Safety signs

Identify the safety signs and signals on site

2. Fire prevention and control

Identify the importance of providing a safe place to work and individual responsibilities

3. Electrical safety, work equipment and hand-held tools

Identify the common risks associated with electricity and equipment

Identify a safe method of working

4. Mobile plant and site vehicles

State how to work safely around site and the risks from plant and moving machinery

5. Lifting operations and equipment

State the importance of planning lifting operations and the care of equipment

Module 4

1. Working at height

Identify the risks of working at height, how to plan and employ a safe system of work and the use of access equipment

2. Excavations

State the main dangers of excavations, and how to follow a safe system of working near or in excavations

3. Confined spaces

State the definition of a confined space and how to work safely within a safe system of work

Module 5

1. Environmental awareness

State your role in preventing environmental damage on site

2. Pollution

State your role in preventing pollution

3. Waste materials

Explain how environmental damage can occur from improper management of waste materials

4. Nuisance

Explain your part in reducing nuisance (for example, noise, dust and light)

These learning outcomes are included within the scheme of work, in addition to assessment criteria, notes for guidance, publication references and support materials. The *scheme of work* is a mandatory document that must be used by the trainer to assist when forming the basis of their training plan, to ensure all relevant content is covered in the training course.

11. End of course examination rules

- For a delegate to obtain certification for this course they must pass the HSA examination.
- The examination paper consists of 25 multiple-choice questions selected by CITB.
- The pass mark is 80% (20 out of 25).
- There are three safety critical questions at the start of each examination paper. **The delegate must get all three of these questions correct to pass the examination.**

- The examination paper forms the basis of the assessment as to whether or not a delegate has successfully achieved a satisfactory level of health and safety awareness to allow a certificate of achievement to be issued.
- The examination lasts 30 minutes and must be completed within this time.
- This is a closed book exam.

Course administration

You will need to complete a course notification form a minimum of five working days before the course is delivered.

Following the course, course results form (CRF) and delegate information form (DIF) will need to be completed, for each delegate who attended the course, and returned to CITB so that certificates can be issued.

All paperwork should be kept; following the requirements laid out in the Scheme Rules, and will be checked at your next external Quality Assurance visit.

Resit option

When a delegate achieves 72–76% (18 or 19 out of 25) in the examination or achieves the 80% pass rate but fails any of the safety critical questions, the delegate may re-sit the multiple-choice examination. The examination can either be retaken on the same day or the delegate can attend another course within a 90 day period (the delegate is not obliged to re-sit the day's course). The training provider must make the arrangements with the delegate and ensure that the same examination paper is not used twice. A charge may be made to the delegate; however, this fee is left entirely to the discretion of the training provider. The training provider may also have additional costs to be recovered from the delegate and this should be agreed in advance.

When a delegate scores 68% or less (17 correct answers out of 25) in the examination, the delegate must attend the full HSA course again before they are allowed to re-sit the examination.

12. Trainer requirements

Please refer to the [Quality Assurance document](#) that sets out the trainer requirements.

Note: trainers can hold a current SSSTS or SMSTS certificate and be able to deliver the HSA course