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**7.1 Health and Safety in the workplace**

**How to meet legislative requirements for health and safety in the work place**

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| **7.1a Core knowledge learning outcomes for all workers** | **Evidence used**  | **Assessed by who and when** | **Signatures**  |
| **Key relevant legislation that relates to health and safety** in the **workplace** and what this means in practice |  |  |  |
| The responsibilities of **employers**, the **worker** and others for health and safety at work |  |  |  |
| The importance of working within the limits of own role and responsibilities |  |  |  |
| The importance of raising concerns about practices or working conditions that are unsafe or risky |  |  |  |

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| **7.1b Additional AWIFHSC Learning Outcomes:****You are able to work in ways that:** | **Evidence used** | **Assessed by who and when** | **Signatures**  |
| Meet your responsibilities in line with health and safety legislation |  |  |  |
| Adhere to your workplace policies and procedures for health and safety |  |  |  |
| Follow workplace processes for the recording and reporting of any concerns or incidents related to health and safety |  |  |  |

**7.2 Risk assessments for health and safety**

**How risk assessments are used to support health and safety in the work place**

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| **7.2a Core knowledge learning outcomes for all workers** | **Evidence**  | **Assessed by who and when** | **Signatures**  |
| What is meant by ‘risk assessment’ in relation to health and safety  |  |  |  |
| The types of accidents, incidents, emergencies and health and safety hazards that may occur in the workplace |  |  |  |
| Why it is important to risk assess any identified hazards related to the work setting or activities |  |  |  |
| Responsibilities for carrying out, recording and following risk assessments for work activities  |  |  |  |
| The difference between formal recorded risk assessments and those that are carried out routinely as part of working practice e.g. checking a room for tripping hazards on entry |  |  |  |
| The importance of reporting concerns or incidences that have or may be likely to occur |  |  |  |

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| **7.2b Additional AWIFHSC Learning Outcomes:****You are able to work in ways that:** | **Evidence used** | **Assessed by who and when** | **Signatures**  |
| Are compliant with health and safety risk assessments for your workplace and procedures for reporting concerns or incidents  |  |  |  |

**7.3 Fire Safety**

**How to promote fire safety in work settings**

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| **7.3a Core knowledge learning outcomes for all workers** | **Evidence used** | **Assessed by who and when** | **Signatures**  |
| Key legislation that relates to fire safety |  |  |  |
| The responsibilities of employer, the worker and others for fire safety in the work setting |  |  |  |
| Practices that prevent fires from starting and spreading |  |  |  |
| The importance of knowing about and following fire evacuation procedures |  |  |  |
| The importance of maintaining clear exit routes at all times |  |  |  |

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| **7.3b Additional AWIFHSC Learning Outcomes:****You are able to work in ways that:** | **Evidence used** | **Assessed by who and when** | **Signatures**  |
| Adhere to the procedures of your work setting that must be followed in the event of a fire |  |  |  |

**7.4 Moving and Handling and Moving and Positioning**

**The principles of moving and handling and moving and positioning**

| **7.4a Core knowledge learning outcomes for all workers** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
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| The meaning of the terms ‘moving and handling’ and ‘moving and positioning’ |  |  |  |
| Key legislation that relates to moving and handling and what this means in practice |  |  |  |
| The principles and techniques of moving and handling |  |  |  |
| The implications of poor practice in moving and handling |  |  |  |

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| **7.4b Additional AWIFHSC Learning Outcomes:****You are able to work in ways that:** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
| Undertake safe moving and positioning and/or moving and handling in accordance with your training and in the context of your role |  |  |  |

**7.5 Emergency first aid**

**How and when emergency first aid can be applied in the work setting**

**Note: workers in health and social care settings would be expected to attend an external first aid course to complete this area of learning if it is relevant to their role**

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| **7.5b Additional AWIFHSC Learning Outcomes:****You are able to work in ways that:** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
| Attended emergency first aid training suitable to your role and know when it is appropriate to apply emergency first aid and when medical help needs to be sought |  |  |  |

**7.6 Infection prevention and control**

**The main routes to infection and how to prevent the spread of infections in the workplace**

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| **7.6a Core knowledge learning outcomes for all workers** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
| The difference between bacteria, viruses, fungi and parasites |  |  |  |
| Common illnesses and infections caused by bacteria, viruses, fungi and parasites and the potential impact of these |  |  |  |
| What is meant by the terms ‘infection’ and ‘colonisation’ |  |  |  |
| What is meant by the terms ‘systemic infection’ and ‘localised infection’ |  |  |  |
| How infections are transmitted and poor practices that may lead to this |  |  |  |
| Factors that make it more likely that infections will occur |  |  |  |
| **Key legislation and standards related to infection prevention and control** |  |  |  |
| The role and responsibilities of employers, workers and others for infection prevention and control |  |  |  |
| How to maintain a clean environment to prevent the spread of infection |  |  |  |
| The importance of good personal hygiene to prevent the spread of infection |  |  |  |
| **Hand washing technique** to prevent the spread of infection |  |  |  |
| The use of personal protective equipment to prevent the spread of infection |  |  |  |

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| **7.6b Additional AWIFHSC Learning Outcomes:****You are able to work in ways that:** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
| Follow good hygiene practice |  |  |  |
| Implement your workplace policies and procedures for infection prevention and control |  |  |  |
| Follow hand washing technique that is used to prevent the spread of infection |  |  |  |

**7.7 Food Safety**

**How to implement food safety measures**

| **7.7a Core knowledge learning outcomes for all workers** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
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| Key legislation for food safety |  |  |  |
| The role and responsibilities of employers and workers for food safety |  |  |  |
| The importance of implementing food safety measures |  |  |  |
| Food safety hazards that can occur through the preparation, serving, clearing away and storing of food and drink |  |  |  |
| Why surfaces, utensils and equipment must be clean for food preparation |  |  |  |
| When personal protective equipment should be used |  |  |  |
| Safe storage of food and drink |  |  |  |
| Safe disposal of food waste |  |  |  |

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| **7.7b Additional AWIFHSC Learning Outcomes:****You are able to work in ways that:** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
| Follow your workplace policies and procedures in relation to food safety |  |  |  |

**7.8 Hazardous substances**

**How to store, use and dispose of hazardous substances safely**

| **7.8a Core knowledge learning outcomes for all workers** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
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| What is meant by the term ‘hazardous substances’ |  |  |  |
| What is meant by the term ‘Control of Hazardous Substances’ |  |  |  |
| The types of hazardous substances that may be found in the workplace |  |  |  |
| Safe practice for: storing, using, dealing with spillages and disposing of hazardous substances |  |  |  |

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| **7.8b Additional AWIFHSC Learning Outcomes:****You are able to work in ways that:** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
| Follow your workplace policies and procedures for the storage, use and disposal of hazardous substances |  |  |  |

**7.9 Security in the work setting**

**How to maintain security in the work setting**

| **7.9a Core knowledge learning outcomes for all workers** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
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| Potential risks to security in the work setting |  |  |  |
| **Safe practice to ensure security in the work setting** |  |  |  |

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| **7.9b Additional AWIFHSC Learning Outcomes:****You are able to work in ways that:** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
| Adhere to arrangements that are in place to ensure that you, individuals and others are safe in the work setting |  |  |  |
| Adhere to workplace policies and procedures for lone working, advising of whereabouts and access to the work setting |  |  |  |

**7.10 Managing stress**

**How to manage stress**

| **7.10a Core knowledge learning outcomes for all workers** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
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| The common signs and indicators of stress |  |  |  |
| The circumstances that can trigger stress |  |  |  |
| Ways to manage stress |  |  |  |
| The importance of recognising stress and taking action to reduce it |  |  |  |
| Where to access additional support if experiencing stress |  |  |  |

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| **7.10b Additional AWIFHSC Learning Outcomes:****You are able to work in ways that:** | **Evidence used** | **Assessed by who and when**  | **Signatures**  |
| Using supervision to discuss your well-being with your line manager |  |  |  |