

# QUALIFICATION SPECIFICATION



FAA LEVEL 3 AWARD IN HEALTH AND  
SAFETY IN THE WORKPLACE (RQF)



The Level 3 Award in Health and Safety in the Workplace is aimed at people working or preparing to work in a supervisory or managerial position in respect of health and safety and is relevant to all employment sectors providing understanding of key health and safety topics.

It is also suitable for people wanting to advance their health and safety knowledge.

This qualification is regulated in the UK and awarded by First Aid Awards (FAA).

FAA are an awarding organisation regulated by Ofqual and SQA Accreditation and the qualification sits on the Regulated Qualifications Framework (RQF).

## QUALIFICATION STRUCTURE

The qualification consists of one unit which learners must successfully complete to achieve the qualification.

### Learning outcomes and assessment criteria

FAA qualifications have set learning outcomes and assessment criteria. The learning outcomes describe the skills and knowledge a learner will gain by successfully completing the qualification. The assessment criteria state the skills, knowledge, and competence a learner will be required to demonstrate during assessment.

Qualification number	RQF 600/8225/2
The qualification consists of one unit	

Unit title	Health and Safety in the Workplace
RQF unit code	K/602/1647
Guided Learning Hours (GLH)	18 hours
Total Qualification Time (TQT)	25 hours

LEARNING OUTCOMES The learner will:	ASSESSMENT CRITERIA The learner can:
1. Understand the requirements for health, safety and welfare in the workplace	<p>1.1 Outline the main legal framework and laws relating to health and safety at work</p> <p>1.2 Outline the welfare provisions that should be made by the employer</p> <p>1.3 Describe the sources and nature of information that demonstrate compliance and best practice with health and safety requirements</p> <p>1.4 Outline ways that health and safety information can be communicated</p> <p>1.5 Define the terms 'incident', 'accident' and 'occupational ill health'</p> <p>1.6 Describe the main causes of injuries and ill health at work</p>
2. Understand the benefits of using a safety management system	<p>2.1 Outline the costs associated with accidents and ill health</p> <p>2.2 Summarise the typical elements of a safety management system</p> <p>2.3 Outline the benefits of using a safety management system</p>
3. Understand the principles of risk assessment	<p>3.1 Outline the benefits of assessing and controlling risks at work</p> <p>3.2 Describe the different types of risk assessment that can be used</p> <p>3.3 State where specific risk assessments may be required</p> <p>3.4 State the steps to be taken to complete a simple risk assessment</p>
4. Understand the risks and control methods for common workplace hazards	<p>4.1 Explain how the risks from different hazards may be affected by occupational, environmental, human and organisational factors</p> <p>4.2 Explain how injuries, ill health and other damage may result following exposure to common workplace hazards</p> <p>4.3 Identify suitable risk control measures using the principles of the hierarchy of control</p>
5. Understand how to manage the effects of accidents and incidents	<p>5.1 Describe the actions that need to be taken following an accident or incident in the workplace</p> <p>5.2 Describe how simple accident investigation techniques can reveal immediate and root causes</p>

## ENTRY REQUIREMENTS

The qualification is available to learners aged 16 or over.

It is recommended that learners hold a minimum of level 1 in literacy or equivalent to undertake this qualification.

It may be possible to grant a reasonable adjustment for a learner who has a disability, medical condition or learning need following the [FAA Reasonable Adjustment and Special Consideration Policy](#). For example, assistance could be given with reading or writing.



If a learner has any concerns they should contact their training provider to discuss before attending the course.

## QUALIFICATION DELIVERY

The qualification has 18 assigned guided learning hours (GLH) and 25 hours total qualification time (TQT).

GLH indicates the number of contact hours that the learner will undertake being taught or assessed under the immediate guidance or supervision of the trainer/assessor in the classroom.

TQT includes GLH but also considers any unsupervised learning or preparation that a learner may undertake independently which could include self-study or the completion of set tasks.

The minimum classroom contact time of 18 hours can be delivered over a minimum of 3 days or completed over a maximum of 10 weeks ensuring that each session is a minimum of two hours.

The learner ratio for the qualification is a maximum of 16 learners to 1 trainer/assessor.

## QUALIFICATION ASSESSMENT

The qualification is assessed through written assessment.

There is no grading of the assessment, learners pass or are referred.

## QUALIFICATION VALIDITY

The qualification does not have an expiry date but keeping up to date with changes to policies, procedures and new legislation through ongoing CPD is vital.

It is strongly recommended that the learner attends annual refresher training.

## PROGRESSION

FAA offer manual handling and fire safety qualifications and also qualifications in first aid and related subjects, food safety, safeguarding, and first aid for mental health if a learner wanted to diversify.

Qualification specifications for all FAA qualifications can be found on the [FAA website](#).

