

Level 1 Award in Health and Safety in the Workplace

How to deliver

This qualification will benefit those who are entering the workplace for the first time, either as part of a work experience programme or at the start of employment, by providing an awareness of key health and safety issues and the part that they should play in keeping themselves and others free from harm at work. It will also benefit those who are starting a new job – as part of an induction programme.

Successful completion of the training programme and assessment will enable candidates to understand:

- the importance of health and safety in the workplace
- the scope of hazards and risks in the workplace
- a range of workplace conditions that can affect health and safety
- the requirements relating to reporting, first aid, personal protection and personal hygiene.

The training time to cover the syllabus must be at least three hours and is typically covered in half a day. The time taken to deliver the programme does not include coffee/tea breaks, revision sessions or 'mock' examinations.

The candidates are assessed by an examination paper consisting of 15 multiple choice questions to be completed in half an hour under examination conditions (see 'Procedure for Examination and Assessment' in the *Procedures Manual* for full details on examination administration). Sample examination questions are included in the registration approval pack. Candidates must participate in at least 80% of the course to be eligible to take the examination.

Candidates who achieve 10 or more correct answers will pass the examination and receive a certificate. The results for the Level 1 Award in Health and Safety in the Workplace take approximately two weeks to process. Certificates will be sent directly to the centre where the training was delivered.

The CIEH has developed a training pack to help trainers deliver the programme in a structured way. It includes a copy of the course booklet, *A Beginner's Guide to Health and Safety*, and a manual entitled *Trainers' Notes* including a CD containing a PowerPoint presentation and activity sheets.

To purchase the course booklet, training pack and/or examination papers please complete an order form. Order forms and other resources for trainers are available on our website www.cieh.org/training.



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