

# Course Syllabus

## Level 2 Award in Health & Safety in the Workplace for Childcare Practitioners

### Safer Childcare Practitioner (Level 2)

#### A. Introduction to health and safety

Candidates should understand the importance and scope of health and safety in an early years setting, and be aware of important terms, accident rate figures, and causes of accidents to childcare practitioners and children in their care. They should be able to:

- Define the term health and safety in the context of a childcare setting
- Describe what constitutes a safe environment as a workplace and childcare setting
- Give examples of common accidents in the childcare setting to staff and children
- State the consequences of poor health and safety standards and of good standards
- Demonstrate an awareness of figures for accidents and injuries in the UK

#### B. Health and safety law

Candidates should be aware of relevant Health and Safety legislation affecting childcare professionals and young children in an early years setting in the UK. They should be able to:

- State the purpose and scope of the Health & Safety at Work Act 1974 and the responsibilities of employees, employers and the self-employed
- Be aware of statutory notices and systems for health and safety in the workplace
- State the role of Early Years Foundation Stage and OFSTED in the context of child safety
- Describe the term due diligence in the context of health and safety in an early years setting
- Describe the role and powers of Enforcement Officers including the HSE and OFSTED
- State the consequences of non-compliance with health and safety legislation

#### C. Accident classification and reporting

Candidates should understand how accidents at work are classified, be able to define the term and significance of a near-miss, and how to report an accident appropriately. They should be able to:

- Understand how and why accidents occur in childcare workplaces
- Define the term unsafe condition and offer practical examples of unsafe conditions
- Define the term unsafe act and offer practical examples of unsafe acts at work
- Describe the accident reporting procedure and what constitutes a near-miss incident
- Describe the basis for RIDDOR and explain the difference between a reportable incident and a recordable incident
- Give examples of occupational, environmental and human factors affecting health and safety

## D. Risk and risk assessment

Candidates should understand the terms risk and risk assessment and be able to explain the relationship between hazard and risk, describing approaches to informal and formal risk assessment that will limit risk of injury to childcare practitioners and children in their care. They should be able to:

- Define the terms hazard, risk, severity, risk assessment, in regard to workplace safety
- Describe the relationship between hazard, risk and severity
- Understand the importance of risk assessment in maintaining health and safety
- Describe factors and behaviours that are likely to increase risk of injury or ill health
- Offer examples of informal and formal risk assessment in the workplace
- Outline an approach to risk assessment and hazard control in the workplace
- Understand the need for specialist risk assessment in certain situations

## E. Kitchen environment hazards

Candidates should be aware of a range of hazards associated with a kitchen area, key health and safety differences between a domestic and a commercial kitchen setting, and be aware of safety considerations of working with knives, heat and the dangers of slips, trips and falls in the kitchen. They should be able to:

- Describe the mandatory facilities for a commercial kitchen premises serving the public
- Describe kitchen related safety guidelines including knife safety and working with heat
- Understand the hazards associated with heating infant milk in a microwave
- Describe the dangers of slip and trip hazards in a kitchen environment

## F. Nursery environment hazards

Candidates should be aware of a range of common accidents that can take place in the nursery or classroom environment and understand how through good procedures and training the risk to child safety associated with the nursery environment can be minimised. They should be able to:

- Demonstrate an awareness of a range of child injuries and injury classifications that can occur in or around a childcare/nursery environment and explain why these accidents occur
- Describe controls to limit the threat of a range of hazards in a childcare/nursery environment
- Describe appropriate physical security measures to limit the accidental loss or deliberate removal of a child from a childcare/nursery premises

## G. Play and play equipment hazards

Candidates should be aware of a range hazards and resulting accident involving play activities and play equipment in a professional childcare environment, both indoors and out-of-doors, and be able to describe how through good procedures and training the risk to child safety can be minimised and controlled. They should be able to:

- Demonstrate an awareness of a range of play and play equipment safety threats and explain why the circumstances these accidents may occur
- Describe controls to limit the threat of a range of play and play equipment related hazards in a childcare/nursery environment
- Describe UK and EU play equipment quality standards including CE, Kitemark and Lion Mark
- Explain the need for prior risk assessment, training and suitable authorisation prior to using play equipment.

## H. Hazardous substances

Candidates should understand what constitutes a hazardous substance in a professional childcare environment, and be able to identify and classify a range of hazardous substances including physical, chemical and biohazards. They should be aware of a range of hazard controls associated with COSHH regulations (Control of Substances Hazardous to Health). Candidates should be able to:

- Explain the threat of hazardous substances and how they enter the body
- Give examples of a range of hazardous substances in a professional childcare workplace
- Describe suitable control measures that should be used when handling a range of hazardous substances including storage and clear labelling methods
- State the importance of risk assessment in the handling of hazardous substances
- Describe the purpose of COSHH regulations and assessment and what PPE to use to protect the childcare practitioner
- Explain the need for training and suitable authorisation prior to handling or otherwise being exposed to hazardous substances

## I. Food, feeding and medicines

Candidates should understand the importance of safe food preparation, feeding, and administering of medicines. They should also be aware of food allergies and familiar with basic first aid necessary to deal with a choking related emergency. Candidates should be able to:

- Describe approaches and controls used to limit the threat of food poisoning
- Describe approaches to safe, age-appropriate portioning of foods
- Identify symptoms of choking and describe the associated emergency first aid procedure
- Identify a range of allergenic ingredients and their health threat to allergy sufferers
- Describe practical storage, controls and procedures to limit the threat of food allergens
- Explain the need for planning and training in the administering of medicines
- Describe how to administer EpiPen injections in response to an anaphylactic emergency

## J. Manual handling

Candidates should understand the term manual handling in the workplace, and be aware of common handling injuries. They should be familiar with hazards associated with lifting and otherwise manipulating children and other heavy or bulky items (e.g. play equipment) in a childcare environment. Candidates should be able to:

- Describe a range of manual handling hazards and injuries
- Describe a basic manual handling task assessment and task design to limit injury
- Demonstrate an awareness of what constitutes manual handling good practice
- Describe an appropriate lifting technique for the lifting of young children

## K. Transport and travel

Candidates should understand the dangers of transport and travel to child health and safety, and consider how through appropriate planning and procedures, the hazards associated with transportation, and child collection and drop-off can be minimised. Candidates should be able to:

- Give common types and causes of accident associated with transportation, pickup and drop off of children, and travel away from the childcare premises
- Describe the need for a proactive approach to vehicle safety and appropriate driving considerations and car seat use for the transportation of young children
- Explain the need for planning and risk assessment of the safety implications of trips and outings away from the childcare premises
- State recommended actions in the event of a child going missing or being unaccounted for

## L. Electricity and emergency first aid

Candidates should be aware of the hazards associated with electricity in a professional childcare premises, including basic safety precautions and emergency First Aid when dealing with a victim of electrocution. They should be able to:

- Explain the dangers of a combination of water and electricity in the same environment
- Describe a range of safety precautions when dealing with electricity in the childcare premises including the kitchen area
- Describe an emergency first aid procedure for treating a casualty of electrocution using CPR for a range of ages including adult, young child, and child under one year old

## M. Fire safety and evacuation

Candidates should understand how fires start and spread, how the risk of fires can be reduced, and what to do in the event of a fire or other need to evacuate the childcare premises. They should be able to:

- Describe the common causes of fire in the workplace including childcare setting
- Describe the elements and conditions fires need to start and spread
- Explain the purpose of fire risk assessment, and developing fire and evacuation plans
- Describe an appropriate response when encountering a fire in the childcare workplace

## N. Noise, stress and violence

Candidates should understand how noise can affect safety, and be able to identify incidences and possible causes of stress and violence in the childcare workplace, and what constitutes acceptable versus unacceptable exposure. They should be able to:

- Describe the safety hazards associated with noise in the childcare workplace
- Describe an employee's right to a working environment free from unnecessary stress and the importance of reporting unacceptable conditions or behaviour
- Describe the main effects of stress and offer examples of how stress may be reduced
- Offer examples of what would constitute a violent act, bullying, or threat of violence according to HSE Health and Safety Executive

## O. Infection prevention and control

Candidates should understand the threat of infectious diseases in the childcare setting, how infectious/communicable diseases spread, and how to limit them through the use of approved childcare IPC working practices. They should be able to:

- Define the term Infection Prevention and Control (IPC) in the context of a childcare setting
- Describe how infections or communicable diseases spread in a childcare setting
- Outline a range of approved IPC working practices for a childcare setting including appropriate hand-hygiene technique and cleaning regimes

## P. Other health, safety and welfare issues

Candidates should be aware of the minimum facilities childcare professionals should be provided with by employers, basic behavioural standards expected in terms of Health and Safety, awareness of safety signage, and how to work safely with steps and objects at height. They should be able to:

- Describe the minimum employee facilities requirement for a working environment
- Describe the use and meaning of safety signage and first aid provision
- Describe basic mandatory first aid requirements including personnel and equipment
- Appreciate the importance of following instructions and the need to report any potential problems or incidents

## Accreditation

Level 2 Award in Health & Safety in the Workplace  
for Childcare Practitioners

QUALIFI Accredited Endorsed Level 2 Award  
ASCP2SFG14 (default online examination)  
QUALIFI is an OFQUAL regulated Awarding  
Organisation.

This course is approved by NDNA National Day  
Nurseries Association.

For more information about this syllabus,  
accreditation, or examination options please contact  
The Responsible Officer for Awards & Examinations  
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