

Level 1 Award in Health and Safety in the Workplace Level 4 in Scotland

Session 1	Introduction
Session 2	The importance of health, safety and welfare standards in the workplace
Session 3	Controlling hazards and risks in the workplace
Session 4	Causes and effects of poor Health and Safety at work
Session 5	How Health and Safety information is communicated in the workplace
Session 6	Course closure and assessment

Level 1 Award in Health and Safety in the Workplace Level 4 in Scotland

Session 1 Introduction

Session content Tutor introduction (brief history)
Housekeeping
The assessment process
Learning outcomes

Session duration 30 minutes

Session 2 The importance of health, safety and welfare standards in the workplace

Session content The law
Employers and employees duties
The benefits of Health and Safety
Environmental factors
Suitable workplace welfare arrangements
Human factors
PPE

Session duration 45 minutes

Session 3 Controlling hazards and risks in the workplace

Session content Hazards and risk
Process of carrying out a risk assessment
HSE statistics
The benefits of good Health and Safety
The 'Hierarchy of control'

Session duration 45 minutes

Session 4 **Causes and effects of poor Health and Safety at work**

Session content Injury severity triangle
 Accidents
 Injuries and ill-health
 Why accidents occur and the effects of them
 Accident and incident reporting
 RIDDOR

Session duration *45 minutes*

Session 5 **How Health and Safety information is communicated in the workplace**

Session content Workplace safety signs
 Prohibition signs
 Warning signs
 Mandatory signs
 Emergency escape and First Aid signs
 Sources of Health and Safety information

Session duration *45 minutes*

Session 6 **Final assessment paper**

Session content Explain the final assessment paper
 Complete the final assessment paper
 Course evaluation
 Complete the paperwork

Session duration *30 minutes*