

**all you need
to know.**

Qualification Specification

NCFE Level 2 Award in Principles of Risk
Assessment for the Workplace
(601/5655/7)

Section 1

Qualification overview

Qualification overview

Introduction

We want to make your experience of working with NCFE as pleasant and easy as possible. This qualification specification contains everything you need to know about this qualification and should be used by everyone involved in the planning, delivery and assessment of the NCFE Level 2 Award in Principles of Risk Assessment for the Workplace.

All information contained in this specification is correct at the time of publishing.

To ensure that you're using the most up-to-date version of this qualification specification please check the issue date in the page headers against that of the qualification specification on our website www.ncfe.org.uk.

If you advertise this qualification using a different or shortened name you must ensure that learners are aware that their final certificate will state the regulated qualification title of NCFE Level 2 Award in Principles of Risk Assessment for the Workplace.

About this qualification

The NCFE Level 2 Award in Principles of Risk Assessment for the Workplace has been accredited by the qualifications regulators for England, Wales and Northern Ireland,¹ and is part of the Qualifications and Credit Framework (QCF).

This qualification forms part of a suite of qualifications which have been developed to provide learners in the workplace with a basic understanding of risk assessment.

This qualification may be eligible for funding. For further guidance on funding, please contact your local funding provider.

Geographical coverage

This qualification has been regulated for use in England, Wales and Northern Ireland. We're able to provide the qualification specification and assessment materials in the Welsh and/or Irish language where requested and appropriate.

Things you need to know

- Qualification number (QN): 601/5655/7
 - Aim reference: 60156557
 - Guided learning hours (GLH): 10
 - Credit value: 1
 - QCF level: 2
 - Assessment requirements: externally set and assessed multiple-choice question paper
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¹The qualifications regulators (regulators) are Ofqual in England and Northern Ireland, and the Welsh Government in Wales.

Aims and objectives of this qualification

This qualification aims to:

- provide learners with an understanding of risk assessment for the workplace.

The objectives of this qualification are to help learners to:

- know why risk assessments are necessary with health and safety
- understand the principles of risk assessment.

Entry guidance

This qualification is designed for learners of any age who need to develop knowledge and understanding of risk assessment for the workplace. It may be particularly relevant for new employees as part of an induction, or as a refresher course for those who need to maintain their knowledge in this area.

There are no specific recommended prior learning requirements for this qualification. However, learners may find it helpful if they've already achieved a Level 1 qualification.

This qualification is suitable for learners aged pre-16 and above.

Centres are responsible for ensuring that this qualification is appropriate for the age and ability of learners. They need to make sure that learners can fulfil the requirements of the assessment criteria and comply with the relevant literacy, numeracy, and health and safety aspects of this qualification. Learners registered on this qualification shouldn't undertake another qualification at the same level with the same or a similar title, as duplication of learning may affect funding eligibility.

Achieving this qualification

To be awarded the NCFE Level 2 Award in Principles of Risk Assessment for the Workplace, learners are required to successfully complete **one** mandatory unit.

Mandatory unit

- Unit 01 Principles of risk assessment for the workplace (1 credit)

The learning outcomes and assessment criteria for this unit are provided in Section 3 (page 16).

To achieve the NCFE Level 2 Award in Principles of Risk Assessment for the Workplace, learners must successfully demonstrate their achievement of all learning outcomes and assessment criteria of the unit as detailed in this qualification specification. Grades are not awarded.

Progression opportunities

Learners who achieve this qualification could progress to:

- NCFE Level 3 Award in Health and Safety for the Workplace
 - Level 3 Award in Risk Assessment
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Exemption

Exemption allows learners to use evidence of certificated, non-QCF achievement deemed to be of equivalent value against the requirements of a qualification. However, there are no exemptions currently identified for this qualification.

Equivalent units

Some units have equivalent units identified against them. If a learner has achieved these units previously, they can use them towards achievement of this qualification. However, this qualification has no equivalent units identified.

Qualification dates

Qualifications on the QCF have review dates, operational end dates and certification end dates.

The qualification review date is the date by which we'll have carried out a review of the qualification. This date is shown on the qualifications page on our website www.ncfe.org.uk.

We review qualifications up to 18 months before their review date, working with sector representatives to make any changes necessary to meet sector needs and to reflect recent developments. In most cases we'll then extend the qualification, and set a new review date. If we make the decision to withdraw a qualification, we'll set an operational end date.

If we extend the review date then this will be shown on the qualifications page on our website www.ncfe.org.uk and approved centres will be kept updated.

The operational end date will only show on the Register if we've made the decision to withdraw a qualification. After this date we can no longer accept candidate registrations.

Section 2

Assessment and moderation

Assessment and moderation

How the qualification is assessed

Assessment is the process of measuring a candidate's skill, knowledge and understanding against the standards set in a qualification.

The NCFE Level 2 Award in Principles of Risk Assessment for the Workplace is externally assessed.

External assessment

Each candidate is required to undertake an externally set multiple-choice question paper. This paper assesses knowledge aspects of this qualification sampled from the mandatory unit of the qualification, and consists of 34 questions. The assessment is administered by centre staff under examination conditions and will last for 45 minutes, which includes provision for candidate reading time. Questions are set and assessed by NCFE and focus on the knowledge and understanding requirements of this qualification.

The pass mark for the multiple-choice question paper is 70%. Candidates will be issued with one of the following grades:

- Achieved – candidates achieved higher than the set 70% pass mark
- Within 10% of achieving – candidates achieved between 60% and 69% but did not meet the required 70% pass mark
- Not Achieved – candidates achieved less than 60% so did not achieve.

Centres are free to choose the date, time and location of assessment. The assessment for this qualification is available as either a paper-based assessment or through our online assessment service.

The pass mark for the external assessment component is 70%. If a candidate disagrees with the outcome of the assessment, then the appeals process can be invoked.

Section 3

Structure and content

Unit summary

Unit 01 Principles of risk assessment for the workplace (Y/506/9926)

In this unit learners will develop their understanding of why risk assessments are necessary for maintaining and improving standards of health and safety in the workplace. Learners will also develop their understanding of the principles of risk assessment.

Guided learning hours: 10

Credit value: 1

Level: 2

This unit is **mandatory**

Unit 01 Principles of risk assessment for the workplace (Y/506/9926)

The learner will:

- 1 Know why risk assessments are necessary for maintaining and improving standards of health and safety in the workplace

The learner can:

Define the following terms in relation to risk assessment and health and safety in the workplace:

- accident
- near miss
- accident triangle
- hazard
- risk
- risk assessment
- risk control hierarchy
- suitable and sufficient
- competence

List the main causes of work-related fatalities, injuries and ill health

Identify the moral, legal and economic reasons for preventing accidents and ill health in the workplace

List ways in which risk assessment can prevent accidents and ill health

The learner will:

- 2 Understand the principles of risk assessment

The learner can:

Recognise the legal requirements for risk assessment

Give examples of a simple risk assessment process

Give examples of factors that can affect the level of risk from hazards in the workplace

Recognise the stages in a process used to prioritise risks

Recognise the requirements for recording risk assessments
