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Qualification Specification
Highfield Level 1 International
Award in Work at Height

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Highfield Level 1 International Award in Work at Height

Introduction

This specification is designed to outline all you need to know to offer this qualification in your centre. If you have any further questions, please contact your centre manager.

Qualification Details

The Highfield Level 1 International Award in Work at Height has been developed by Highfield, the UK and Middle East's leading provider of safety and compliance-based qualifications.

Key Facts

Recommended Duration:	4 hours (half day)
Assessment Method:	Multiple-choice examination

Qualification Overview

This qualification has been developed for learners working in any environment who will have a job role involving work at height activities.

Topics included within this qualification include; requirements to identify risks and hazards associated with working at height, planning a safe system of work, requirements for the use of correct equipment and following correct techniques when using equipment safely.

Important Note: Highfield recommends that you contact the relevant Government Department in the country that you want to deliver this qualification, to ensure that local laws are being adhered to and that there are no additional approval requirements. It may be that you are required to register as a training provider within the country itself. Highfield approves centres based on its own criteria but does not represent any other organisations or departments.

Entry Requirements

Centres are responsible for ensuring learners can meet the necessary standard of language in which the course is being delivered.

Qualification Structure

Full details of the qualification content are contained within Appendix 1.

Delivery and Assessment Ratios

To effectively deliver and assess this qualification, it is recommended that centres do not exceed the ratio of 1 qualified tutor to 20 learners in any one instance.

Guidance on Assessment

The qualification is assessed by a multiple-choice question examination. This method of assessment is an end of course exam and must follow the Highfield Security and Invigilation Guidelines. During the exam learners are required to choose one of the prescribed options to answer a set of examination questions.

The examination for this qualification contains 15 questions that must be completed within 30 minutes. Successful learners must achieve a minimum pass mark of 9 correct answers (60%). Learners who achieve a pass mark of 12 or above correct answers (80%) will be awarded a distinction.

Centre Requirements

To effectively deliver this qualification, Centres must have access to the following resources:

- Classroom with suitable seating and desks; and
- A projector or something similar, if using a PowerPoint presentation slides.

Centres are required to have access to suitable training facilities that support learning and assessment taking place.

Geographical Coverage

This qualification has been developed for learners outside the UK.

Tutor/Assessor Requirements

Highfield recommends that the nominated tutors for this qualification meet the following requirements:

Suitable Subject Area Qualifications may include:

- Highfield Level 3 qualification in Health and Safety, or equivalent;
- Experience in the work at height industry; or
- Any other qualification and/or experience deemed appropriate by Highfield.

Suitable Teaching Qualifications may include:

- Highfield Level 3 International Award in Delivering Training (IADT);
- Highfield Level 3 or 4 Award in Education and Training or equivalent;
- Proof of at least 30 hours of training in any subject; and
- Any other qualification and/or experience deemed appropriate by Highfield.

Registered tutors are expected to keep up-to-date with developments in this subject through continuous professional development.

Reasonable Adjustments and Special Considerations

Highfield have procedures in place for delegates that may require assistance during their assessment. Please refer to the Highfield Reasonable Adjustments Policy for more information and how to apply.

ID Requirements

All learners must be instructed, ahead of the course/assessment when the learner registers and/or with any pre-course materials, to bring photographic identification to the assessment to be checked by the invigilator.

It is the responsibility of the Centre to have systems in place to ensure that the person taking an examination/assessment is indeed the person they are claiming to be. All Centres are therefore required to ensure that each learners identification is checked before they can sit the examination/assessment and write the type of photo identification provided by each learner on the Learner List under "Identification Provided". Highfield will accept the following as proof of a learners Identity:

- National identity card (e.g. Emirates ID card);
- Valid passport (any nationality);
- Signed photo card driving licence;
- Valid warrant card issued by police, local authority or equivalent; or
- Other photographic ID card, e.g. employee ID card (must be current employer), student ID card, travel card.

For more information on learner ID requirements, please refer to the HABC Examination and Invigilation Regulations within the Core Manual.

Progression

Progression and further learning routes include:

- Highfield Level 2 International Award in Work at Height
- Highfield Level 2 International Award in Health and Safety for Construction Supervisors
- Highfield Level 2 International Award in Risk Assessment
- Highfield Level 2 Award in Risk Assessment (RQF)
- Highfield Level 2 Award in Health and safety within the work place (RQF)

Highfield offers a range of qualifications to help learners progress their careers and personal development. Please contact your centre manager for further information.

Useful websites

- www.highfieldproducts.com (Highfield Products)
- www.highfieldqualifications.com (Highfield UK)
- www.highfieldinternational.com (Highfieldabc MEA)

Recommended Training Materials

The following resources have been reviewed by Highfield and are recommended training materials for users of this qualification:

- *Work at Height -a power point presentation*, S Bethell, Highfield.

Appendix 1

Unit 1

Level:

Recommended Duration:

Work at height

1

4 hours

Learning Outcomes	Assessment Criteria
<i>The learner will:</i>	<i>The learner can:</i>
<p>1. Describe the risks of working at height, how to plan and employ a safe system of work and use the access equipment</p>	<p>1.1 Identify the key points of planning work at height</p> <p>1.2 List the hierarchy for working at height</p> <p>1.3 State the requirements for a safe system to prevent falls whilst working at height.</p> <p>1.4 State the types of roof surfaces that may be fragile</p> <p>1.5 Identify hazards associated with voids and holes.</p> <p>1.6 List the types of equipment that can be used and the associated hazards</p>
<p>2. Understand the hazards and risks when working at height</p>	<p>2.1 Conduct a hazard spotting exercise for a work at height activity.</p> <p>2.2 Know when to cease work if risks change.</p>
<p>Learning outcomes are assessed via knowledge assessment.</p>	