

# IMPLEMENT SAFE SITE WORKING PRACTICES WHEN WORKING IN DWELLINGS



## ACCREDITATION

Upon successful achievement trainees will be issued with a Smart Awards qualification.

## GRADING

Pass

## DURATION AND RATIO

1-day experience/refresher. Assessor 1:10

## PRE-REQUISITE

This qualification is available to anyone over the age of 16 who is capable of reaching the required standard. There are no barriers that restrict access or progression thereby promoting equal opportunity. It is expected however that learners will have a level of literacy adequate to cope with the assessment.

## ENTRY REQUIREMENTS

There are no formal entry requirements and Smart Awards will not restrict access on the grounds of prior academic attainment, age, employment, geographic location or any other grounds. There are no barriers that restrict access or progression thereby promoting equal have a level of literacy adequate to cope with the examination.

## SECTOR SUBJECT AREA (SSA)

6.1 ICT Practitioners

## AGE RANGE

16yrs plus

## SAFE PRACTICE

It is the responsibility of the centre in consultation with the assessor to ensure that risk assessments have been carried out. During this training you must take account of the relevant worksite operational requirements, procedures and safe working practices.

## INTRODUCTION

This qualification covers three modules: Overhead Safety, Pole checking and Joint user Poles. It provides learners with the knowledge and skills of the hazards and potential risks involved in working safely on ladders and wooden poles in a telecommunications environment.

## LEARNING OUTCOMES

1. Know relevant health and safety legislation and industry good practice when working on site.
2. Know how to implement safe site working practices when working to connect fibre cables in or to dwellings.
3. Know how to carry out installation of customer optical fibre connection to a single dwelling
4. Be able to carry out installation of customer optical fibre connection to a single dwelling.

## STRUCTURE

Learners must achieve 1 mandatory unit to pass.

## PURPOSE

Prepare for further learning or training and/or develop knowledge and/or skills in a subject area

## ASSESSMENT CRITERIA

- 1.1. Outline the regulatory requirements for correctly storing tools, equipment and materials
- 1.2. Outline the regulatory requirements for using approved access equipment
- 1.3. Outline the regulatory requirements for using approved access equipment
- 1.4. State when a work site is safe for work to proceed or to leave when work finishes
- 1.5. Outline your legal responsibilities for health and safety as required by the Health and Safety at Work Act and the Electricity at Work Regulations appropriate to site working
- 1.6. State CDM and its requirements
- 1.7. Define the importance of the need for safety, welfare and access arrangements to be in force at the site
- 1.8. Outline the requirements for use, care and storage of substances covered by COSHH
- 1.9. State the importance of "housekeeping" procedures in relation to site working
- 1.10. State the importance of following correct procedures to minimise damage to property, fabric and equipment.
- 1.11. Outline the implication/impact of the Building Regulations (England and Wales) on safe site working
- 1.12. Outline the implication/impact of the Building Regulations (England and Wales) on safe site working
- 2.1 Outline how to assess that the site is safe to start work
- 2.2 State how you monitor site working conditions to ensure safety at work
- 2.3 Explain the requirements for warning notices and barriers to prevent unauthorised entry
- 2.4 Explain the requirements and use of tools used for installing fibre connection into dwellings.
- 2.5 Describe and confirm a programme of work which is safe and practical in accordance with the identified category of telecommunications installation work to be undertaken

## EXPECTATIONS AT LEVEL 2

### Summary

Achievement reflects ability to select and use relevant knowledge, ideas, skills and procedures to complete well-defined tasks and address straightforward problems. It includes taking responsibility for completing tasks and procedures and exercising autonomy and judgement subject to overall direction or guidance.

### Knowledge and Understanding

- Use understanding of facts, procedures and ideas to complete well-defined tasks and address straightforward problems.
- Interpret relevant information and ideas.
- Be aware of the types of information that are relevant to the area of study or work.
- Demonstrate and/or work with knowledge and understanding of basic processes, materials and terminology.

### Application and Action

- Complete well-defined, generally routine tasks and address straightforward problems.
- Select and use relevant skills and procedures
- Select appropriate tools and materials and use safely and effectively (for example without waste)
- Adjust tools where necessary following safe practices
- Plan and organise both familiar and new tasks
- Identify, gather and use relevant information to inform actions
- Identify how effective actions have been

### Autonomy and Accountability

- Take responsibility for completing tasks and procedures
- Exercise autonomy and judgement subject to overall direction or guidance
- Show an awareness of others' roles, responsibilities and requirements in carrying out work

### ASSESSMENT

Practical Assessment

Theory/Multiple choice questions.

## Assessment Criteria

- 2.6 State when it is appropriate to use approved access equipment on the work site
- 2.7 Explain the importance of checking tools, equipment, and materials on completion of work
- 2.8 Describe how tools equipment and materials are removed from site and stored safely and securely.
- 2.9 Explain the importance of checking the work site is cleared after the work ends and is left in a safe and satisfactory condition in accordance with health and safety regulations and good housekeeping practice
- 2.10 Explain the considerations prior to installing a cable into a dwelling
- 2.11 Explain the considerations prior to working in multiple dwellings  
State how to safely handle and dispose fibre off cuts.
- 3.1 Outline the requirements for agreeing the installation of cable and equipment with the property owner.
- 3.2 State the factors involved in selecting telecommunications cables, drop tubes and associated equipment to meet fire safety requirement
- 3.3 Describe how to carry out drilling activities safely and without damaging the property.
- 3.4 Outline the key factors to be considered before drilling into a building.
- 3.5 State the materials for stopping fire spreading quickly within a dwelling / building.
- 3.6 Explain the systems for fire stopping when taking cables through walls.
- 3.7 Outline the requirements of cables used internally in a dwelling.
- 3.8 Explain the key factors to consider in installing external cables to the fabric of the building.
- 3.9 State the requirements for use of internal cables.
- 3.10 Explain the role of Competent Person, Qualified Supervisor, Responsible Person and Principal Duty Holder
- 4.1 Demonstrate how to operate access equipment correctly and according to suppliers' instructions.
- 4.2 Can ensure tools equipment and materials are removed from site and stored safely and securely.
- 4.3 Demonstrate good manual handling techniques.
- 4.4 Carry out prework tools and equipment checks
- 4.5 Can take safety precautions before drilling.
- 4.6 Carry out drilling activities safely and without damaging the property.
- 4.7 Carry out safety the installation of external cables to the fabric of the building.
- 4.8 Carry out fire stopping by using approved and authorised materials.
- 4.9 Can check end use ladders safely
- 4.10 Can work safely of ladders and steps
- 4.11 Can check the work site is cleared after the work ends and is left in a safe and satisfactory condition in accordance with health and safety regulations and good housekeeping practice