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Qualification Specification

Highfield Level 1 International Award in Working in Confined Spaces

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Highfield Level 1 International Award in Working in Confined Spaces

Introduction

This qualification 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 for Working in Confined Spaces has been developed by Highfield, the UK and Middle East's leading supplier of safety and compliance-based qualifications.

Key Facts

Recommended Duration:	4 hours (1/2 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 in confined space activities.

Topics within this qualification include; responsibilities of individuals, requirements for the use of safe system of work in confined spaces, selecting and following correct and safe techniques for work in confined spaces.

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

There is 1 unit that the learner must achieve to attain the qualification. Full details of the unit 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 25 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.
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Geographical Coverage

This qualification has been developed for learners outside of the UK.

Tutor/Assessor Requirements

Highfield recommends 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 and understanding of the requirements when working in confined spaces 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.
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Registered tutors are expected to keep up-to-date with developments in this subject through continuous professional development.

Reasonable Adjustments and Special Considerations

Highfield has 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 Highfield Examination and Invigilation Regulations within the Core Manual.

Progression

Progression and further learning routes include:

- Highfield Level 1 International Award in the Principles of Health and Safety at Work
- Highfield Level 1 International Award in Health and Safety for Construction Operatives and Site Visitors
- Highfield Level 1 Award in the Principles of Health and Safety within the Workplace (RQF)
- Highfield L2 Award in Health & Safety within the Workplace (RQF)
- Highfield Level 2 International Award in Risk Assessment

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)
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Recommended Training Materials

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

- www.hse.gov.uk
 - www.osha.gov
 - Highfieldinternational.com
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Appendix 1

Unit 1

Level:

Recommended Duration:

Working in Confined Spaces

1

4 hours

Learning Outcomes	Assessment Criteria
<i>The learner will:</i>	<i>The learner can:</i>
<p>1. Understand Health and safety hazards associated with working in confined spaces</p>	<p>1.1 State what is classified as a confined space</p> <p>1.2 State the main dangers of a confined space</p> <p>1.3 State the requirements for a safe system of work for confined spaces</p> <p>1.4 Identify the key points of planning a safe system of work</p> <p>1.5 List the documentation that supports a safe system of work for confined spaces</p> <p>1.6 Know when to cease work if risks change.</p>
<p>2. Understand duties of employers, entrants, attendants and entry supervisors</p>	<p>2.1 Describe the responsibilities of each party with regards to confined spaces</p>
<p>3. Understand the requirements for Confined space rescue</p>	<p>3.1 List the considerations to be made for confined space rescue</p>
<p>Learning outcomes are assessed via knowledge assessment.</p>	