



Risk Assessment Level 2 (VTQ)

QUALIFICATION SPECIFICATION

QUALIFICATION NUMBER: PRO/46/RAL2

This Qualification is Endorsed by an Awarding Organisation Regulated by Ofqual



Endorsed, CPD Certified and ISO Standards

All ProTrainings classroom and online qualifications are endorsed through an Awarding Organisation Regulated by Ofqual, through the Skills for Care Scheme with the highest level of recognition and are approved through the CPD Standards services for CPD certification.

ProTrainings: Additional quality at an affordable price.



This is the highest standard of recognised endorsement and only organisations who have a proven history of continued success in making a difference in the training industry can be awarded the Centre of Excellence endorsement. ProTrainings proudly announce that we have received this endorsement for continuous professional training delivery.

As a recognised Skills for Care provider who is already endorsed for delivering training through digital e-learning, classroom and blended formats, this enhanced Centre of Excellence endorsement will take our credibility and quality of training to an advanced state of recognition. But what does this new Centre of Excellence endorsement mean?

The Centre of Excellence status means that we have been able to consistently demonstrate exemplary commitment to meeting the needs of learners in the adult social care sector. This meant we needed to comply with the social model of care and be able to measure the impact of provision on the lives of people who use these services.

We embarked on this provision to prove how consistent ProTrainings services are, to test whether we are meeting a high standard, to evolve, adapt and improve our provision and to place ourselves amongst a small selection of companies who are a Skills for Care Centre of Excellence.

Gaining this accolade has resulted in receiving a designation as a 'Centre of Excellence in Adult Social Care and Learning and Development' and we do not plan on stopping our standards here. We will continue to offer the finest services so that lives are rewarded through the training and services we provide.

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Introduction

Welcome to **ProTrainings Europe Limited**.

ProTrainings EU is a certifying organisation recognised for providing training and qualifications in England, UK and across the globe.

ProTrainings EU offer qualifications designed in-house and qualifications which are regulated by Ofqual through TQUK and FutureQuals. Our qualifications are carefully designed to meet industry standards and regulatory requirements giving every learner or user confidence that training meets HSE, Ofqual, UK & EU Resuscitation Council, Skills for Health, Ofsted and Skills for Care training standards.

Our unique approach to training delivery is designed to accommodate learning styles in all their forms, including online, classroom and blended formats. Our variety of delivery methods have been a preferred choice for many learners who require training through general interest and as part of their profession. Our training has been comprehensively designed to meet standards that fall within the boundaries of qualifications overseen by awarding organisations.

ProTrainings high standards include a robust training approach that meets strict specifications, quality assurance requirements and qualification standards. As a result of implementing a comprehensive quality assurance process, ProTrainings online and classroom courses have been CPD certified, endorsed through The Skills for Care Scheme (ProTrainings being the first organisation gaining approval for classroom and online training in the United Kingdom) and we have surpassed an external audit by being approved for ISO45001 : 2018 and ISO9001 : 2015 for maintaining high organisational standards.

Our qualifications are designed to support and encourage learners to develop their knowledge and skills. This development may result in progression into employment or career development in the workplace. Our qualifications also allow learners to progress onto further qualifications.

For more information please visit www.ProTrainings.uk for news, updates and information on a variety of qualifications spanning into the Health & Safety industry, First Aid world, Pet First Aid environment and Health & Social Care sector.

Qualifications Specifications

ProTrainings EU offer policies and guidelines for centres, organisations and individuals through this specification. Information in this specification will include the course curriculum, learning outcomes, units and general guidelines on how the course is delivered.

We aim to support our centres by providing guidance in this specification for a better understanding on how our courses are delivered and processed.

Our specifications document can be accessed on our website at www.ProTrainings.uk along with other specifications for respective qualifications listed under each sub-heading.

For more information, please use our online chat service or contact our office on 01206 805 359. Alternatively, please email our support department at support@protrainings.uk or compliance department at compliance@protrainings.uk.

Introduction to Risk Assessment Level 2 (VTQ)

Risk Assessment is a systematic process of evaluating potential risks that could occur in the workplace. The course is designed to be an introduction to the principles of Risk Assessment. It will cover why risk assessments are necessary, the legal requirements relating to risk assessments and simple processes for carrying out a risk assessment. It is suitable for learners working in any environment who need to be more risk aware by raising their knowledge of risk in the workplace and basic things they can do to control it.

The ProTrainings Risk Assessment Level 2 (VTQ) qualification is delivered over 6 contact hours with a qualified H&S trainer or can be completed in the comfort of your home as a video online training.

Please note that learners undertaking a ProTrainings Trainings Course have the option to choose to take a regulated qualification.

The content of this and all our courses has been independently certified as conforming to universally accepted Continuous Professional Development (CPD) guidelines and come with a Certified CPD Statement as well as a ProTrainings Certificate and for online courses an Evidence-Based Learning statement.

Qualification Delivery

Guided Learning Hours (GLH): These hours are made up of real-time contact time, guidance or supervision of a learner by an instructor, supervisor, tutor or trainer.

GLH for this qualification is 6

Total Qualification Time (TQT): This is an estimate of the total length of time it is expected that a learner will typically take to achieve and demonstrate the level of attainment necessary for the award of the qualification i.e. to achieve all learning outcomes.

TQT for this qualification is 9

Our Risk Assessment Level 2 (VTQ) course is taught over 1 day and will include theoretical assessments and a possible risk assessment on the local environment.

Entry Requirements

There are no specific entry requirements however, learners should have a minimum of Level 2 in literacy, numeracy or equivalent.

The qualification is suitable for learners aged 16 years and above.

Progression

Successful learners can progress to other qualifications such as:

- TQUK Level 2 Award in Principles of Risk Assessment (RQF)
- Health & Safety Level 2
- Health & Safety Level 3
- IOSH

Requirements to teach the Risk Assessment Level 2 (VTQ)

Approval to deliver this course is sanctioned by ProTrainings Europe Limited only.

Instructors must hold the relevant qualifications, experience and occupational competence to qualify for approval. A detailed portfolio providing descriptive dates, CPD log and meeting/passing IQA reviews is required for approval.

Supporting evidence which clearly outlines where instructors qualify to teach this course must be emailed to our compliance manager at compliance@protrainings.uk.

Certification

This qualification is overseen by our compliance department and all courses undergo a robust internal quality assurance review prior to certification.

A desktop-review and site visit will form part of our evaluation.

Paperwork should be marked and assessed by the approved instructor/centre and uploaded to our online management suite following successful completion of the course. Courses should be passed within 5 working days after the course has been taught.

Learner Access

ProTrainings offer highly sophisticated and supportive services to successful learners who complete online, classroom and blended training. Our online system offers the learner a uniquely designed portal where there is access to a free student manual, CPD credit statement, evidence-based learning document, optional weekly refresher videos and an area for downloadable content with a cohort of supporting evidence relevant to the qualification the learner completes.

ProTrainings after service adds clarity to teaching, promotes continuous learning and encourages learners to revisit and revise subjects they have been taught.

Complaints - Scope of Complaints Procedure: The procedure deals with complaints arising from:

- Delivery (or lack of delivery) of services for education and training including teaching, course content, tutoring, assessment, feedback on progress and learner support during learning programmes
- Incorrect or misleading information about services provided by the Centre
- Delivery (or lack of delivery) of support services provided by the Centre including administration of fees, enrolment processes, Centre accommodation, health and safety and learner resource services
- Unacceptable actions or behaviour by Centre staff and/or other learners in the Centre

How to complain

Complaints should initially be made in writing to the Head of Centre or to your designated tutor. This can be completed using your student login for www.ProTrainings.uk

Support can be made available for all those involved in a complaint including:

- Representation: parent, guardian, friend or supporter
- Help with completing the written complaint
- Induction will provide further details regarding this process.

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Course Summary

Introduction

What is a risk assessment

Why do we need them

Accident reduction

Reasonably Practicable

Risk Assessment

What is a hazard

What causes Accidents

Lone Worker emergency plan and risk assessment

How to risk assess

5 stages of risk assessing

Identify the Hazard

Identify those who may be harmed

Evaluate the risks and decide on precaution

Record your findings and implement them

Review your assessment and update if necessary

Manual Handling risk assessing

Assessing Risks

Assessing the individual move

Assessing and controlling Risks using TILE

T in TILE

I in TILE

L in TILE

E in TILE

Manual handling risk assessing exercise

Ways to Reduce Risk

Personal Protective Equipment

COSHH Control Measures

Ensuring Risks Stay Controlled

Emergency Procedures

Summary



Learning Outcomes – PRO/46/RAL2

These learning outcomes are mapped to meet a Risk Assessment Level 2 (VTQ) criterion. Each learning outcome presents a knowledge, skill or assessment to help students understand the curriculum in finer detail.

Learning Outcomes (LO) The learner will:	LO
UNIT	
Understand why risk assessments are necessary for maintaining and improving standards of health and safety at work	LO1
State the main causes of work-related fatalities, injuries and ill health	1.1
Outline the moral, legal and economic reasons for preventing accidents and ill health at work	1.2
Define key terms associated with risk assessment in the context of health and safety at work including: accident, near miss, accident triangle, hazard, risk, risk assessment, risk control hierarchy, suitable and sufficient and competence	1.3
Outline the role of risk assessment in accident and ill health prevention	1.4
Understand the principles of risk assessment	LO2
Outline the legal requirements for risk assessment	2.1
Describe a simple process for undertaking a risk assessment	2.2
Give examples of occupational, environmental and human factors that can affect the level of risk from hazards at work	2.3
Outline a method that can be used to prioritise risks	2.4
Outline the requirements for providing information about, and records on, the result of a risk assessment	2.5



Useful Websites

ProTrainings Europe Limited

www.ProTrainings.uk

Health and Safety Executive

www.hse.gov.uk

The Resuscitation Council (UK)

www.resus.org.uk

Skills for Health

www.skillsforhealth.org.uk

Office of Qualifications and Examinations Regulation

www.ofqual.gov.uk

Ofsted

www.gov.uk/ofsted

Skills for Care

www.skillsforcare.org.uk

The CPD Standards Office

www.cpdstandards.com

QMS International

www.qmsuk.com

FOFATO

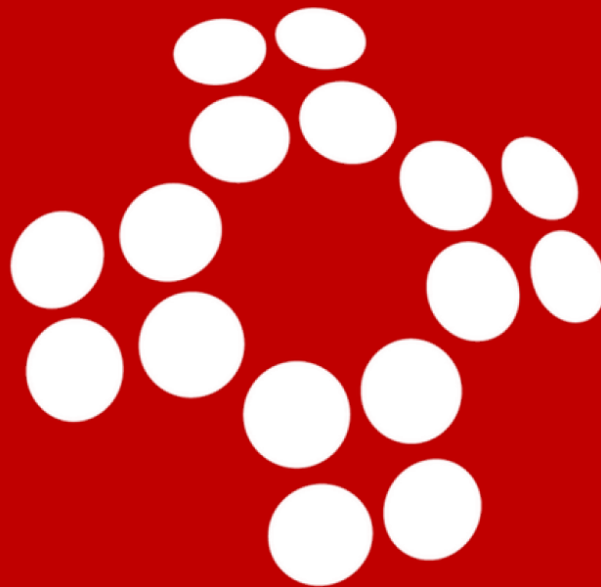
www.fofato.co.uk

NASDU

www.nasdu.co.uk

TQUK

www.tquk.org



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