



## Fire Safety Principles Level 2 (Fire Warden/Marshal) - (VTQ)

### QUALIFICATION SPECIFICATION

Qualification Number: PRO/30/FS2

*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.

- **Introduction**
- **Qualifications Specifications**
- **Introduction to Fire Safety Principles Level 2 (Fire Warden/Marshal) - (VTQ)**
- **Qualification Delivery**
- **Entry Requirements**
- **Progression**
- **Requirements to teach Fire Safety Principles Level 2 (Fire Warden/Marshal) - (VTQ)**
- **Certification**
- **Learner Access**
- **Complaints**
- **Course Summary**
- **Learning Outcomes**
- **Useful Websites**

## 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](http://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](http://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](mailto:support@protrainings.uk) or compliance department at [compliance@protrainings.uk](mailto:compliance@protrainings.uk).

## **Introduction to Fire Safety Principles Level 2 (Fire Warden/Marshal) - (VTQ)**

This Fire Safety Principles Level 2 (Fire Warden/Marshal) - (VTQ) qualification is ideal for companies large or small who require fire training.

This course will give knowledge and confidence to those who require training for their workplace and will cover subjects that relate to how fires are started, the methods of controlling the spread of fires, evacuating the building, holding fire briefings and conducting risk assessments. This is also ideal for staff members who become the appointed Fire Warden or a Fire Marshal in their workplace.

The Fire Safety qualification will cover the latest fire safety regulations, the roles and duties of employees and their responsibilities on Fire Safety and is designed to meet and comply with the Regulatory Reform (Fire Safety) Order 2005.

This exclusive qualification can be completed as an online, blended or classroom course by one of our approved instructors. Additionally, the online training also acts as a good refresher course for those who just need their skills refreshed.

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 10

Our Fire Safety Principles Level 2 (Fire Warden/Marshal) - (VTQ) course is taught over a day and will include practical and theoretical assessments.

### **Entry Requirements**

There are no specific entry requirements, however, learners should have a minimum of Level 2 in literacy, numeracy or equivalent. This qualification is suitable for learners aged 14 years and above.

### **Progression**

**Successful learners can progress to other qualifications such as:**

- H&S Level 3 (VTQ)
- IOSH

## Requirements to teach Fire Safety Principles Level 2 (Fire Warden/Marshal) - (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](mailto:compliance@protrainings.uk). Additionally, requirements to complete ITG instructor training maybe advisory.

### 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](http://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

# Fire Safety Principles Level 2 (Fire Warden/Marshal) - (VTQ)

PRO/30/FS2

## Course Overview

### **The Importance of Fire Safety**

The Law  
The Problem and How you Get Harmed

### **Causes, Prevention, Training and Alarms**

The Fire Triangle  
Sources of Ignition

Active and Passive Fire Spread

Arson

Aerosols

Fire Prevention

Good House Keeping

Training and Staff Awareness

Dangers of Smoke

Types of Fire Alarm

### **Emergency Equipment and Response Actions**

Fire Equipment

Calling the Fire Service

Fire Extinguishers

Breakdown of a fire extinguisher

Fire Hoses

Fire Alarm Systems

Evacuating in an Emergency

Fire Doors

Fire Blankets

Fire Warden Kits

Appropriate Clothing

Smoke Alarms in the Home

Fire Proofing the Home

### **Fire Warden and Fire Marshals**

The fire Logbook

Cost to business

How fires spread

Personnel records

Fire injuries

The fire briefing

Care home evacuation

### **Risk Assessment and Hazards**

Formal Risk Assessment

Review of fire safety



# Learning Outcomes - PRO/30/FS2

These learning outcomes are mapped to meet a Fire Safety Principles Level 2 (Fire Warden/Marshal) - (VTQ) qualification. 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
<b>UNIT - 1</b>	
<b>Understand the hazards and risks associated with fire in the workplace</b>	<b>LO1</b>
Explain how fires are caused in the workplace	1.1
Describe the components of the fire triangle	1.2
Identify the hazards during or after a fire, including the products of combustion	1.3
Describe the characteristics of fire and smoke spread	1.4
<b>Understand the principles and practice of fire safety management at work</b>	
State the different methods used to identify and control fire hazards	2.1
Define the term 'means of escape' in relation to fire hazards	2.2
Outline typical components for means of escape from fire hazards	2.3
Describe methods of fire detection and raising the alarm	2.4
Describe the principle of how fires are extinguished	2.5
Describe how portable fire-fighting equipment should be used safely	2.6
Identify common fixed fire-fighting systems and where they might be used.	2.7
<b>Understand the fire safety role for employers and employees</b>	
Outline the duties of employers and employees with respect to fire safety in the workplace.	3.1
Outline how to undertake a simple fire safety inspection in the workplace	3.2
Describe the stages involved in a fire risk assessment	3.3
<b>Understand the role of the nominated fire warden</b>	
State the role and function of fire wardens in their workplace: on a day-to-day basis, during an emergency and if they are not in their designated areas of responsibility when the alarm is raised	4.1
Outline the content of a fire safety briefing	4.2

# Useful Websites

**ProTrainings Europe Limited**

[www.ProTrainings.uk](http://www.ProTrainings.uk)

**Health and Safety Executive**

[www.hse.gov.uk](http://www.hse.gov.uk)

**The Resuscitation Council (UK)**

[www.resus.org.uk](http://www.resus.org.uk)

**Skills for Health**

[www.skillsforhealth.org.uk](http://www.skillsforhealth.org.uk)

**Office of Qualifications and Examinations Regulation**

[www.ofqual.gov.uk](http://www.ofqual.gov.uk)

**Ofsted**

[www.gov.uk/ofsted](http://www.gov.uk/ofsted)

**Skills for Care**

[www.skillsforcare.org.uk](http://www.skillsforcare.org.uk)

**The CPD Standards Office**

[www.cpdstandards.com](http://www.cpdstandards.com)

**QMS International**

[www.qmsuk.com](http://www.qmsuk.com)

**FOFATO**

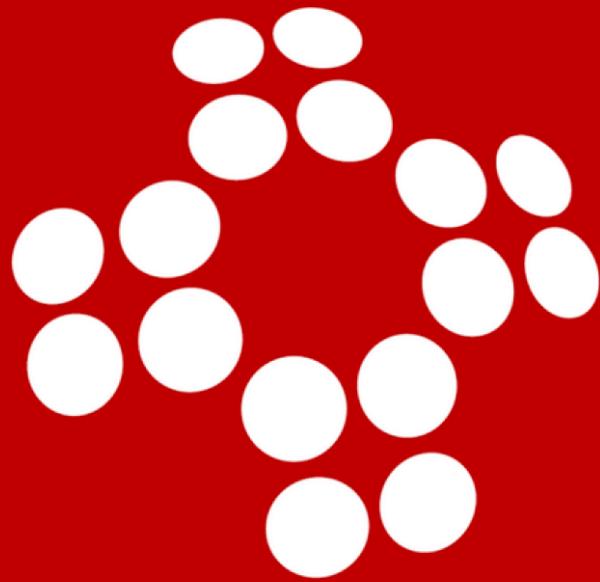
[www.fofato.co.uk](http://www.fofato.co.uk)

**NASDU**

[www.nasdu.co.uk](http://www.nasdu.co.uk)

**TQUK**

[www.tquk.org](http://www.tquk.org)



## **ProTrainings Europe Limited**

22 Westside Centre, London Road, Stanway, Colchester CO3 8PH

**Telephone:** 01206 805 359 / **Email:** [info@protrainings.uk](mailto:info@protrainings.uk)

**Web:** [www.protrainings.uk](http://www.protrainings.uk)