

ICTQual AB



Qualification Specification

ICTQual AB Level 1 Award in Work at Height



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ICTQual AB's

Level 1 Award in Work at Height

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Qualification Specification about

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About ICTQual AB's

ICTQual AB is a distinguished awarding body based in the United Kingdom, dedicated to fostering excellence in education, training, and skills development. Committed to global standards, ICTQual AB's provides internationally recognized qualifications that empower individuals and organizations to thrive in an increasingly competitive world. Their offerings span diverse industries, including technical fields, health and safety, management, and more, ensuring relevance and adaptability to modern workforce needs.

ICTQual AB's delivers high-quality educational solutions through a network of Approved Training Centres worldwide. Their robust standards and innovative teaching methodologies equip learners with practical knowledge and skills for personal and professional growth. With a mission to inspire lifelong learning and drive positive change, ICTQual AB's continuously evolves its programs to stay ahead of industry trends and technological advancements.

Course Overview

The ICTQual AB Level 1 Award in Work at Height teaches basic safety facts and steps for working above ground. Learners will understand simple rules to prevent falls, use basic equipment like ladders and harnesses, and follow routine safety procedures with guidance. The course builds safety awareness, helps learners solve simple height-related problems, and check if their actions were effective.

Objectives

- Learn basic facts about work at height and fall risks
- Understand simple safety procedures (e.g., ladder setup, harness check)
- Use basic safety equipment correctly with direction
- Select and use safety information for routine tasks
- Identify if safety actions worked or need improvement
- Address simple work-at-height problems safely
- Complete routine height tasks under guidance

Aims

The qualification aims to develop basic occupational competence in well-defined, routine, and predictable work-at-height tasks. Learners will apply simple safety steps, follow instructions, complete tasks responsibly, and check effectiveness to support safer workplaces.

Targeted Audience

This course is ideal for:

- New workers in construction or industry
- Helpers and assistants working on ladders or platforms
- Anyone needing basic height safety training
- Workers completing routine tasks with supervision

Certification Framework

Qualification title	ICTQual AB Level 1 Award in Work at Height
Course ID	HSE0004
Total Qualification Time	10
Guided Learning Hours	5
Grading Type	Pass / Fail
Competency Evaluation Assessment	Coursework / Assignments / Verifiable Experience The assessment and verification process for ICTQual AB's qualifications involves two key stages: Internal Assessment and Verification: ✓ Conducted by the staff at the Approved Training Centre (ATC) to ensure learners meet the required standards through continuous assessments. ✓ Internal Quality Assurance (IQA) is carried out by the centre's IQA staff to validate the assessment process. External Quality Assurance: ✓ Managed by ICTQual AB's verifiers, who periodically review the centre's assessment and IQA processes. Verifies that assessments are conducted to the required standards and ensures consistency across centres

Entry Requirements

The Level 1 Award in Work at Height course welcomes participants from diverse backgrounds who meet specific entry requirements aimed at ensuring a conducive learning environment and optimal engagement.

- ✓ Participants must be at least 18 years old. This ensures that all individuals are legally adults and can be held accountable for their actions and decisions in a high-risk environment.
- ✓ A basic level of literacy and numeracy is required. Participants should be able to understand safety instructions, complete written assessments, and perform basic mathematical calculations relevant to equipment use and risk assessment.
- ✓ Proficiency in the language in which the course is delivered is essential. Participants need to comprehend instructions, engage in discussions, and complete assessments effectively. For non-native speakers, a language proficiency test might be required.
- ✓ Working at height requires a certain level of physical fitness and agility. Participants should be in good health, with no conditions that could impair their ability to perform tasks safely at elevated positions.

Qualification Structure

This qualification comprises 7 mandatory units. Candidates must successfully complete all mandatory units to achieve the qualification.

Mandatory Units	
Unit Ref#	Unit Title
HSE0004-01	Introduction to Work at Height
HSE0004-02	Legislation and Regulations
HSE0004-03	Risk Assessment and Management
HSE0004-04	Personal Protective Equipment (PPE)
HSE0004-05	Work Equipment and Platforms
HSE0004-06	Safe Working Practices.
HSE0004-07	Fall Prevention Systems

Centre Requirements

To ensure quality training delivery, centres must adhere to the following standards:

1. Centre Approval

- ✓ Centres must be formally approved by ICTQual AB's before delivering this qualification.
- ✓ Approval involves a review of facilities, policies, and staff qualifications.

2. Qualified Staff

- ✓ **Tutors:** Must hold a Level 4 or higher qualification in a relevant safety or technical field such as Occupational/Industrial Health & Safety, Construction Safety, Civil/Mechanical/Electrical Engineering, Scaffold Inspection, Work at Height, or equivalent safety certifications, along with practical industry experience in height-related safety operations, fall protection systems, ladder/scaffold safety, risk assessment, and emergency rescue procedures.
- ✓ **Assessors:** Must hold a recognized assessor qualification (e.g., CAVA, AVRA) or equivalent)
- ✓ **Internal Quality Assurers (IQAs):** Must hold a recognized IQA qualification (e.g. Level 4 Award in the IQA and Level 4 Certificate in Leading the IQA) and experience to oversee assessment standards.

3. Learning Facilities

Centre must offer:

- ✓ Private study areas and internet-enabled workspaces (for blended or physical delivery)
- ✓ Academic and pastoral support for learners
- ✓ Administrative support must be available to manage enrolment, tracking, and learner queries efficiently

4. Health and Safety Compliance

- ✓ All training facilities must comply with health and safety regulations.

- ✓ Centres must conduct regular risk assessments for practical activities.

5. Learning Resources

- ✓ **Course Materials:** Approved textbooks, study guides, and digital content must align with the qualification standards.
- ✓ **Assessment Tools:** Templates and guidelines must be provided to ensure standardized evaluation processes.
- ✓ **E-Learning Support:** Centres offering online or blended learning must implement an effective Learning Management System (LMS).

6. Assessment and Quality Assurance

- ✓ Centres must ensure assessments meet ICTQual AB's competency standards.
- ✓ Internal quality assurance (IQA) must be conducted to maintain consistency.
- ✓ External verifiers from ICTQual AB's will review assessment and training practices.

7. Learning Support

- ✓ **Qualification Guidance:** Support for coursework and assignments.
- ✓ **Career Pathway Assistance:** Information on progression opportunities in sustainability and energy sectors.
- ✓ **Accessibility Support:** Accommodations for learners with disabilities or language barriers.

8. Policies and Compliance

Centres must uphold the following policies in accordance with ICTQual AB's standards:

- ✓ Equality, Diversity, and Inclusion Policy.
- ✓ Health and Safety Policy.
- ✓ Safeguarding and Learner Protection Policy.
- ✓ Complaints and Appeals Procedure.
- ✓ Data Protection and Confidentiality Policy.

9. Reporting Requirements

- Centres must provide ICTQual AB's with regular reports on learner registrations, progress, and certification outcomes.
- Assessment records must be maintained for external auditing and quality assurance purposes.

Support for Candidates

Centres should ensure that materials developed to support candidates:

- ✓ Facilitate tracking of achievements as candidate's progress through the learning outcomes and assessment criteria.
- ✓ Include information on how and where ICTQual AB's policies and procedures can be accessed.
- ✓ Provide mechanisms for Internal and External Quality Assurance staff to verify and authenticate evidence effectively.

This approach ensures transparency, supports candidates' learning journeys, and upholds quality assurance standards.

Assessment

This qualification is competence-based, requiring candidates to demonstrate proficiency as defined in the qualification units. The assessment evaluates the candidate's skills, knowledge, and understanding against the set standards. Key details include:

1. Assessment Process:

- ✓ Must be conducted by an experienced and qualified assessor.
- ✓ Candidates compile a portfolio of evidence that satisfies all learning outcomes and assessment criteria for each unit.

2. Types of Evidence:

- ✓ Observation reports by the assessor.
- ✓ Assignments, projects, or reports.
- ✓ Professional discussions.
- ✓ Witness testimonies.
- ✓ Candidate-produced work.
- ✓ Worksheets.
- ✓ Records of oral and written questioning.
- ✓ Recognition of Prior Learning (RPL).

3. Learning Outcomes and Assessment Criteria:

- ✓ **Learning Outcomes:** Define what candidates should know, understand, or accomplish upon completing the unit.
- ✓ **Assessment Criteria:** Detail the standards candidates must meet to demonstrate that the learning outcomes have been achieved.

This framework ensures rigorous and consistent evaluation of candidates' competence in line with the qualification's objectives.

Unit Descriptors

HSE0004-01- Introduction to Work at Height

Covers fundamentals, hazards, terminology, and importance of working safely at height. Learners explore real workplace scenarios, risk factors, human error influence, environmental conditions, and accident statistics. The unit builds awareness of height safety responsibilities, competency needs, safety hierarchy, and promotes understanding of preventive safety planning before starting any height-based task.

Learning Outcome:

Assessment Criteria:

- | | |
|--|---|
| 1. Understand the definition and scope of work at height. | 1.1 Tell what "work at height" means using a simple example.
1.2 Identify three places where a worker might fall (e.g., a ladder, a roof, or a hole in the floor).
1.3 List one task that is not working at height, such as sitting at a desk. |
| 2. Recognize the importance of specialized training for working at height. | 2.1 State why you must have a safety lesson before climbing a tall ladder.
2.2 Identify the person who checks if you have the right training for the job.
2.3 Name two things a safety course teaches you about using a harness.
2.4 Tell what could happen if an untrained person tries to use a cherry picker. |
| 3. Analyze statistics and case studies to appreciate the risks and consequences associated with work at height. | 3.1 Point out the most common injury caused by falling from a low height.
3.2 State one way a workplace fall can stop a person from going to work.
3.3 Identify a "lesson learned" from a simple story about a ladder accident. |
| 4. Identify various scenarios and environments where working at height is required. | 4.1 Name three different jobs that need climbing (e.g., window cleaner, painter, and roofer).
4.2 Identify a weather problem, like heavy rain, that makes working outside dangerous.
4.3 Pick out a height hazard in a picture of a construction site.
4.4 List one indoor place where you might need a small step-up.
4.5 Tell why a messy floor near a ladder is a danger for height work. |

HSE0004-02- Legislation and Regulations

Introduces key legal frameworks and compliance obligations related to Work at Height. Learners understand duty of care, employer/employee responsibilities, site safety rules, regulatory enforcement, penalties, safety standards, permits, and documentation. The unit ensures learners recognize legal requirements, safe system expectations, reporting needs, and importance of following approved regulations in height operations.

Learning Outcome:	Assessment Criteria:
1. Gain knowledge of national and international regulations governing work at height.	1.1 Name the main safety law for working at height in your area. 1.2 State the main goal of these safety rules. 1.3 Identify the sticker or mark on a ladder that shows it is safe to use.
2. Understand the legal responsibilities of employers and employees to ensure workplace safety.	2.1 List one thing a boss must do (e.g., provide safe equipment). 2.2 List one thing a worker must do (e.g., wear their helmet). 2.3 State who is responsible for reporting a broken safety gate. 2.4 Identify what to do if you are asked to do a task that feels unsafe.
3. Apply legal requirements to workplace scenarios to ensure compliance.	3.1 Follow a simple safety sign that says "Harness Must Be Worn." 3.2 Show how to report a hazard using a basic company form. 3.3 Pick the right action to take if a guardrail is missing.
4. Identify and interpret key regulatory documents and standards relevant to work at height.	4.1 Find the "Do's and Don'ts" in a simple safety leaflet. 4.2 Tell what a "Danger: High Pressure" sign means. 4.3 Check the date on a scaffold safety tag to see if it is current. 4.4 Point to the "Max Weight" number on a ladder label. 4.5 Identify where the company keeps the emergency phone numbers.

HSE0004-03- Risk Assessment and Management

Focuses on identifying height hazards, evaluating risks, and applying control measures. Learners are guided through basic risk assessment steps, hazard recognition, likelihood/severity analysis, mitigation planning, toolbox talks, method statements, supervision importance, and dynamic risk monitoring. The unit builds practical understanding of proactive risk reduction and safer decision-making at height. Develops awareness of common boiler and pressure equipment risks. Learners interpret relevant risk information, gather basic safety data, select routine mitigation skills, take responsibility for well-defined safety tasks, address straightforward safety problems, and collaborate in work teams while exercising judgement under guidance.

Learning Outcome:	Assessment Criteria:
1. Develop the ability to identify potential hazards associated with working at height.	1.1 Point to a trip hazard near the base of a scaffold. 1.2 Identify a loose board on a work platform. 1.3 Name a tool that could fall if it is not tied down.
2. Conduct comprehensive risk assessments for tasks involving height work.	2.1 Use a "Safe/Unsafe" checklist before starting a routine task. 2.2 Identify the "Danger Zone" on the ground where things might fall. 2.3 List two things to check before moving a ladder. 2.4 Tell a supervisor about a new risk you found while working.
3. Implement effective risk control measures to mitigate identified risks.	3.1 Put up a yellow "Warning" cone near a work area. 3.2 Use a tool lanyard to stop a wrench from falling. 3.3 Clear away trash from a walkway to prevent a slip.
4. Utilize the hierarchy of controls to prioritize safety interventions.	4.1 State why doing a job from the ground is better than climbing. 4.2 Identify a "guardrail" as a way to stop a person from falling. 4.3 Tell why a "safety net" is a backup if someone does fall. 4.4 List these in the right order: 1. Stop the fall, 2. Catch the fall, 3. Avoid the height. 4.5 Explain why wearing a harness is the last safety choice.

HSE0004-04- Personal Protective Equipment (PPE)

Covers types, selection, inspection, limitations, and correct use of height-related PPE including helmets, harnesses, lanyards, gloves, footwear, and protective gear. Learners understand PPE compatibility, pre-use checks, defect reporting, lifespan awareness, storage requirements, and importance of wearing certified protective equipment. The unit strengthens learner capability for safe PPE adoption.

Learning Outcome:	Assessment Criteria:
1. Recognize different types of PPE required for working at height.	1.1 Match a "Full Body Harness" to its correct name. 1.2 Pick the right "Hard Hat" for a construction area. 1.3 Identify a "Safety Lanyard" used to clip into a wall.
2. Demonstrate correct use and fitting of various PPE, including harnesses, helmets, and lanyards.	2.1 Put on a safety helmet and adjust the chin strap until it is snug. 2.2 Put on a harness and show that you can fit two fingers under the straps. 2.3 Show how to click a safety hook (carabiner) onto a metal ring. 2.4 Demonstrate how to check that a helmet is not loose.
3. Perform routine inspection and maintenance of PPE to ensure its effectiveness and safety.	3.1 Look at a harness strap for any rips or fraying. 3.2 Check that the buckles on a harness lock and unlock easily. 3.3 Wipe dirt off a helmet and store it in a dry cupboard.
4. Understand the limitations and proper care of PPE.	4.1 State why you should not leave a harness in a hot van all day. 4.2 Tell why a harness cannot protect you if it is not clipped to a solid point. 4.3 Show where to put away PPE so it stays clean for the next day. 4.4 State one thing PPE cannot do (e.g., it won't stop you from slipping). 4.5 Identify a piece of PPE that is too old and needs to be replaced.

HSE0004-05- Work Equipment and Platforms

Introduces safe use of ladders, scaffolds, MEWPs, platforms, guardrails, anchor points, and access equipment. Learners explore stability requirements, load awareness, inspection basics, equipment tagging, safe access planning, platform setup, environmental considerations, and equipment limitations. The unit develops essential awareness of using approved equipment and secure work platforms safely.

Learning Outcome:	Assessment Criteria:
1. Identify various types of work equipment and platforms used in work at height, including ladders, scaffolding, and MEWPs.	1.1 Tell the difference between a stepladder and a leaning ladder. 1.2 Point to a picture of a "MEWP" (like a cherry picker). 1.3 Name the parts of a scaffold (e.g., the boards and the rails).
2. Demonstrate safe use, positioning, and securing of ladders and stepladders.	2.1 Place a ladder on solid, flat ground so it does not tilt. 2.2 Show the "3-point contact" rule (two hands and one foot) while climbing. 2.3 Check that a stepladder is fully open and the side bars are locked. 2.4 State why you must never stand on the very top step of a ladder.
3. Apply proper procedures for erecting, using, and dismantling scaffolding.	3.1 Check the "Scafftag" to make sure it says "Safe to Use." 3.2 Close the safety gate as soon as you step onto the platform. 3.3 State why you must never climb the outside of a scaffold.
4. Operate Mobile Elevated Work Platforms (MEWPs) safely, adhering to operational guidelines.	4.1 Point to the "Emergency Stop" button on the machine panel. 4.2 Show where the safety harness clips onto the basket of the lift. 4.3 Tell why you must stay inside the basket while the lift is high up. 4.4 Use a cone to mark out a "Keep Away" area around the machine base. 4.5 Report any strange noises from the machine to the supervisor.

HSE0004-06- Safe Working Practices

Builds learner understanding of controlled safe behaviors at height including communication, supervision, zoning, signage, safe access, posture, 3-point contact rule, weather safety, dropped object prevention, buddy system, and hazard awareness. Learners gain practical insight into daily safety practices, teamwork roles, and importance of following approved safe methods during height operations.

Learning Outcome:	Assessment Criteria:
1. Develop effective planning and preparation strategies for tasks involving work at height.	1.1 List the tools you need before you start a task at height. 1.2 Check the weather to see if it is too windy to climb today. 1.3 Tell your teammates what you are going to do before you start.
2. Implement best practices for safely executing work at different heights.	2.1 Keep your hands free by using a tool belt when climbing. 2.2 Stop working and climb down if you feel dizzy or unsafe. 2.3 Use a rope to pull up a bucket instead of carrying it by hand.
3. Enhance communication and supervision skills to maintain safety during height work.	3.1 Use a clear hand signal to tell someone to "Stop" or "Wait." 3.2 Shout "Below!" before moving near an edge. 3.3 Follow the instructions given by your site supervisor. 3.4 Tell your boss if you see a teammate doing something risky.
4. Recognize the importance of teamwork and coordination in maintaining a safe working environment.	4.1 Help a teammate carry a long, heavy ladder safely. 4.2 Watch the ground for people while your partner is climbing. 4.3 Check your teammate's harness to see if it is buckled right. 4.4 Stand at the bottom of a ladder to keep it steady for a friend. 4.5 Attend a "Toolbox Talk" (short safety meeting) at the start of work.

HSE0004-07- Fall Prevention Systems

Covers passive and active fall prevention methods such as guardrails, safety nets, restraint systems, positioning techniques, fall arrest basics, and anchor system awareness. Learners understand prevention hierarchy, system limitations, installation basics, compatibility needs, and safe reliance methods. The unit builds core understanding of fall protection and prevention planning.

Learning Outcome:	Assessment Criteria:
1. Understand the various fall prevention systems, including guardrails, barriers, and safety nets.	1.1 Identify a "Guardrail" on a scaffold or roof. 1.2 Tell what a "Toe-board" does to stop tools from falling off an edge. 1.3 Name a "Safety Net" and say how it helps if someone falls.
2. Implement the use of physical barriers to prevent falls effectively.	2.1 Identify suitable physical barriers for specific work at height situations. 2.2 Position physical barriers in accordance with safety signs and manufacturer instructions. 2.3 Check that physical barriers are secure and free from obvious defects before use.
3. Install and utilize anchor points and lifeline systems properly.	3.1 Point to a strong "Anchor Point" (like a steel beam) in the building. 3.2 Click a safety lanyard onto a lifeline wire correctly. 3.3 Check that an anchor point is not loose or wobbly.
4. Evaluate and choose appropriate fall prevention measures for different work scenarios.	4.1 Pick a "Guardrail" as the best way to protect a flat roof. 4.2 Identify when a "Safety Net" is needed for a big building project. 4.3 Choose a "Restraint" rope to stop a worker from getting too close to an edge. 4.4 State why a soft landing mat might be used for low-height work. 4.5 Show where to place a warning sign to keep people away from an edge.

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