

ICTQual AB



Qualification Specification

ICTQual AB Level 2 Award in Work at Height



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ICTQual AB's

Level 2 Award in Work at Height

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Qualification Specification about

ICTQual AB Level 2 Award in Work at Height

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

Working at height is a regular requirement in many industries such as construction, maintenance, engineering, and building services. Any task where a person could fall and be injured is classed as work at height. This includes work carried out on ladders, scaffolding, roofs, and raised platforms. Due to the risks involved, working at height must be planned and carried out safely.

The ICTQual AB Level 2 Award in Work at Height is designed to provide learners with the essential knowledge and skills needed to work safely at height. The qualification helps learners understand common hazards, assess risks, and follow safe working procedures. It also covers the correct use of personal protective equipment (PPE) and introduces relevant health and safety legislation.

This qualification supports learners in completing well-defined and generally routine tasks under guidance or supervision. Learners will be able to identify unsafe conditions, apply basic control measures, and respond appropriately to straightforward problems. By promoting safe working practices and responsibility, this course helps improve workplace safety and reduce the risk of accidents when working at height.

Aims of the Qualification

The aims of the ICTQual AB Level 2 Award in Work at Height are to:

- Promote safe working practices when working at height
- Reduce the risk of accidents and injuries caused by falls
- Develop learner awareness of hazards and control measures
- Support employers in meeting legal and safety responsibilities
- Build confidence in carrying out routine work-at-height tasks safely

Objectives of the Qualification

On successful completion of this qualification, learners will be able to:

- Understand what is meant by working at height and why it is hazardous
- Identify common hazards associated with work at height
- Interpret basic risk assessments and safety information
- Use appropriate control measures to reduce risks
- Select and use personal protective equipment (PPE) correctly
- Follow safe procedures when using ladders, scaffolds, and elevated platforms
- Understand relevant health and safety legislation and employer responsibilities
- Respond appropriately to straightforward emergency situations

Targeted Audience

The ICTQual AB Level 2 Award in Work at Height is suitable for:

- Employees who work at height as part of their normal job role
- Construction workers, maintenance staff, and site operatives
- Warehouse and logistics staff using ladders or raised platforms
- New or existing workers requiring formal work-at-height training
- Individuals seeking to improve workplace safety awareness
- Employers wishing to ensure staff competence and compliance

Certification Framework

Qualification title	ICTQual AB Level 2 Award in Work at Height
Course ID	HSE0016
Total Qualification Time	10 Hours
Guided Learning Hours	5 Hours
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 2 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.
- ✓ While not always mandatory, having some prior experience in construction, maintenance, or other relevant fields can be beneficial. It helps participants relate to the practical aspects of the training more effectively.

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
HSE0016-01	Introduction to Work at Height
HSE0016-02	Legislation and Regulations
HSE0016-03	Risk Assessment and Management
HSE0016-04	Personal Protective Equipment (PPE)
HSE0016-05	Work Equipment and Platforms
HSE0016-06	Safe Working Practices.
HSE0016-07	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 recognized formal teaching qualification, possess verifiable occupational competence in environments requiring work at height, hold a relevant subject-matter qualification at Level 3 or above, and maintain up-to-date continuous professional development (CPD) regarding current industry fall protection equipment and rescue-from-height protocols.
- ✓ **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 work at height 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

HSE0016-01- Introduction to Work at Height

This unit introduces learners to the concept of working at height and its importance in the workplace. It explains what activities are classed as work at height and highlights common hazards and risks. Learners gain an understanding of why safe working practices are necessary to prevent accidents and injuries.

Learning Outcome:

Assessment Criteria:

- | | |
|--|--|
| 1. Define work at height and identify common tasks and environments where it occurs | 1.1 State a clear definition of "work at height" based on current safety regulations.
1.2 List three common work environments where height-related tasks are performed (e.g., construction sites, warehouses, or telecommunications masts).
1.3 Identify specific tasks that are classified as working at height, such as using a ladder or working on a flat roof. |
| 2. Explain the significance of specialized training for ensuring safety in work at height scenarios. | 2.1 State how specialized training helps a worker recognize dangers that are not obvious.
2.2 Explain why training is necessary to ensure the correct use of safety equipment like harnesses.
2.3 Identify the risk of performing a task without proper training, such as using an incorrect ladder for a heavy job.
2.4 Describe how training helps a team work together safely during a rescue situation. |
| 3. Recognize the various risks and hazards associated with working at height. | 3.1 Identify common physical hazards, such as fragile roof materials, slippery surfaces, or high winds.
3.2 List potential hazards to people on the ground, such as falling tools or materials.
3.3 Describe the possible consequences of falling from height for both the worker and the business. |
| 4. Understand the role and responsibilities of individuals and teams in maintaining safety during height-related tasks. | 4.1 Identify the individual's duty to follow the safety instructions and training provided by their employer.
4.2 Explain the importance of checking a teammate's safety gear before starting a task.
4.3 State when an individual must stop work and report a safety concern to a supervisor.
4.4 Describe how clear communication between team members prevents accidents during a task. |

HSE0016-02- Legislation and Regulations

This unit provides learners with an overview of relevant health and safety legislation related to work at height. It explains employer and employee responsibilities and the importance of following legal requirements. Learners develop awareness of how regulations support safe working practices and help reduce the risk of accidents at height.

Learning Outcome:	Assessment Criteria:
1. Understand key national and international legislation related to work at height.	1.1 Identify the main government act that governs health and safety in the workplace. 1.2 State the specific regulations that apply to working at height. 1.3 Outline the basic purpose of these laws in protecting workers from injury.
2. Identify the legal responsibilities of employers and employees under relevant health and safety regulations.	2.1 List three duties an employer has, such as providing safe equipment and training. 2.2 State the employee's duty to take reasonable care of their own safety and that of others. 2.3 Identify the legal requirement for employees to report any safety hazards to their supervisor. 2.4 Describe the consequences of not following legal safety instructions at work.
3. Apply the principles of regulatory compliance to work at height situations to ensure safe practices.	3.1 Check that a work area meets basic legal safety standards before starting a task. 3.2 Follow a site-specific safety plan to ensure work is done according to the law. 3.3 Demonstrate how to use safety equipment in a way that meets official guidelines.
4. Interpret and utilize regulatory documents and standards in planning and executing work at height tasks.	4.1 Locate key safety information within a provided Code of Practice or safety manual. 4.2 Use a standard safety checklist to prepare for a height-related task. 4.3 Explain how to follow the instructions found on a manufacturer's equipment data sheet. 4.4 Identify the correct signs and symbols used in safety documents for work at height.

HSE0016-03- Risk Assessment and Management

This unit focuses on identifying hazards and assessing risks associated with working at height. Learners will understand how to follow basic risk assessment procedures and apply control measures. The unit supports learners in recognising unsafe conditions and taking appropriate action to manage straightforward risks in the workplace.

Learning Outcome:	Assessment Criteria:
1. Identify potential hazards associated with working at height and understand their consequences.	1.1 List common hazards when working at height, such as falling objects or slippery surfaces. 1.2 Describe the possible injuries that could result from a fall from height. 1.3 Identify how "near misses" help in recognizing hazards before an accident happens.
2. Conduct thorough risk assessments for tasks involving work at height.	2.1 Carry out a simple "point of work" risk assessment for a routine task. 2.2 Record findings clearly on a standard risk assessment form. 2.3 Identify who needs to be informed about the findings of a risk assessment. 2.4 Review a previous risk assessment to check if the information is still correct for a new task.
3. Implement effective risk control measures to mitigate identified hazards.	3.1 Select the correct safety tool or piece of equipment to reduce a specific hazard. 3.2 Set up a "safe zone" or use signage to protect people on the ground from falling objects. 3.3 Demonstrate how to use a safety measure (like a toe-board) to prevent tools from falling.
4. Utilize the hierarchy of controls to prioritize and apply appropriate safety interventions.	4.1 Explain why "avoiding" work at height is the first choice in the hierarchy of controls. 4.2 Give an example of "preventing" a fall versus "minimizing" the distance of a fall. 4.3 Rank different safety methods from most effective to least effective using the hierarchy.

HSE0016-04- Personal Protective Equipment (PPE)

This unit covers the purpose and correct use of personal protective equipment when working at height. Learners will identify different types of PPE and understand how they reduce risk. The unit also explains user responsibilities for checking, wearing, and maintaining PPE to ensure continued protection.

Learning Outcome:

Assessment Criteria:

- | | |
|--|--|
| 1. Recognize various types of PPE required for working at height, including harnesses, helmets, and lanyards. | 1.1 Correctly name different items of PPE, such as a full-body harness, safety helmet, and shock-absorbing lanyard.
1.2 Identify the specific purpose of a work-positioning belt compared to a fall-arrest harness.
1.3 List the standard markings (e.g., CE or UKCA) to look for to ensure PPE is approved for use.
1.4 State which PPE is required for a specific job based on a safety sign. |
| 2. Demonstrate correct usage, fitting, and adjustment of PPE to ensure maximum protection. | 2.1 Put on a safety harness and adjust the straps for a snug and secure fit.
2.2 Connect a lanyard correctly to the designated "D-ring" on a harness.
2.3 Perform a "buddy check" to ensure a colleague's PPE is fitted correctly. |
| 3. Perform routine inspection and maintenance of PPE to maintain its effectiveness. | 3.1 Check PPE webbing for signs of wear, such as frays, cuts, or chemical damage.
3.2 Test that mechanical parts, like carabiner gates, open and lock smoothly.
3.3 Record the results of a pre-use inspection in an equipment logbook. |
| 4. Understand the limitations of PPE and the importance of proper care and storage. | 4.1 Identify when PPE must be taken out of service (e.g., after it has been involved in a fall).
4.2 Describe the correct way to clean and dry PPE without damaging the materials.
4.3 Demonstrate the proper storage of PPE in a cool, dry place away from direct sunlight.
4.4 Explain why PPE should be considered the "last resort" in the hierarchy of controls. |

HSE0016-05- Work Equipment and Platforms

This unit introduces learners to common equipment and platforms used for working at height, such as ladders, scaffolds, and mobile platforms. Learners will understand basic safety requirements, correct usage, and limitations of equipment. The unit promotes safe selection and use of equipment for routine tasks.

Learning Outcome:

Assessment Criteria:

- | | |
|--|--|
| 1. Identify different types of work equipment and platforms used in work at height, such as ladders, scaffolding, and Mobile Elevated Work Platforms (MEWPs). | 1.1 Identify common equipment like step ladders, leaning ladders, and tower scaffolds.
1.2 State the main difference between a scissor lift and a cherry picker (MEWPs).
1.3 Choose the most suitable piece of equipment for a specific short-duration task. |
| 2. Demonstrate safe usage, positioning, and securing of ladders and stepladders. | 2.1 Set up a leaning ladder at the correct safety angle (the 1 in 4 rule).
2.2 Demonstrate maintaining "three points of contact" while climbing a ladder.
2.3 Secure a ladder at the top or base to prevent it from slipping.
2.4 Identify when a ladder is not suitable for a task (e.g., heavy work or long duration). |
| 3. Apply correct procedures for erecting, using, and dismantling scaffolding. | 3.1 Identify the components of a safe scaffold, such as base plates, guardrails, and toe-boards.
3.2 Check a "Scafftag" or inspection record to ensure a scaffold is safe to climb.
3.3 Describe the procedure for safely moving a mobile tower scaffold. |
| 4. Operate MEWPs safely, following operational guidelines and best practices. | 4.1 Identify the emergency stop and ground control functions on a MEWP.
4.2 Explain the importance of checking for overhead hazards (like power lines) before elevating.
4.3 State why a harness and lanyard must be worn when working in a boom-type MEWP.
4.4 Demonstrate how to secure the work platform before exiting. |

HSE0016-06- Safe Working Practices

This unit develops learner understanding of safe working practices when carrying out tasks at height. It includes planning work, following procedures, and maintaining a safe working environment. Learners gain awareness of teamwork, communication, and personal responsibility when completing well-defined tasks safely.

Learning Outcome:

Assessment Criteria:

- | | |
|---|---|
| 1. Develop effective planning and preparation strategies for tasks involving work at height. | 1.1 Identify the tools and materials needed for a height-related task before starting.
1.2 Check the weather forecast to ensure conditions are safe for outdoor work at height.
1.3 Outline a simple plan for how to get help if someone is injured while working at height. |
| 2. Implement best practices for safely executing work at different heights. | 2.1 Demonstrate how to keep a work platform tidy to prevent trip hazards.
2.2 Use a tool tether to prevent equipment from falling to the ground.
2.3 Show how to move safely between different levels of a work site.
2.4 Follow a "Permit to Work" system for a specific high-risk task. |
| 3. Enhance communication and supervision skills to ensure safety during height work. | 3.1 Use clear hand signals or radios to communicate with a team member on the ground.
3.2 Participate in a "toolbox talk" or safety briefing before starting work.
3.3 Identify who the supervisor is and how to contact them during the task. |
| 4. Understand the importance of teamwork and coordination in maintaining a safe working environment. | 4.1 Describe how helping a teammate check their equipment improves overall safety.
4.2 Explain the role of a "lookout" or "banksman" during height-related tasks.
4.3 Identify how individual actions can impact the safety of the whole work group.
4.4 Coordinate with other trades working nearby to avoid creating hazards for them. |

HSE0016-07- Fall Prevention Systems

This unit provides an overview of fall prevention and protection systems used in work at height. Learners will understand the purpose of guardrails, safety nets, and harness systems. The unit focuses on recognising when fall prevention systems are required and following basic procedures to reduce the risk of falls.

Learning Outcome:

Assessment Criteria:

- | | |
|--|---|
| 1. Understand the various types of fall prevention systems, including guardrails, barriers, safety nets, and lifelines. | 1.1 Identify "collective" fall prevention systems, such as guardrails and scaffolds.
1.2 Identify "passive" systems that protect without worker action, like safety nets.
1.3 Describe the purpose of a "restraint system" in preventing a worker from reaching an edge. |
| 2. Implement the use of physical barriers and other fall prevention measures to prevent falls effectively. | 2.1 Check that guardrails are at the correct height and have no missing sections.
2.2 Secure a temporary barrier around a floor opening or manhole.
2.3 Explain how a toe-board prevents equipment from falling over an edge.
2.4 Identify the correct positioning for a safety net under a work area. |
| 3. Install and utilize anchor points and lifeline systems properly. | 3.1 Identify a certified anchor point that is strong enough to hold a person's weight.
3.2 Connect a safety lanyard correctly to a fixed lifeline system.
3.3 Check that an anchor point is free from rust, cracks, or loose bolts. |
| 4. Evaluate and choose appropriate fall prevention measures for different work scenarios to enhance safety. | 4.1 Select a fall prevention system for a flat roof compared to a sloped roof.
4.2 Explain why a guardrail is often better than a harness system for a group of workers.
4.3 Assess whether a current safety measure is effective for the specific task being done.
4.4 Identify when a fall prevention system needs to be changed because the work environment has changed. |

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