

Level 3



EDUCOOT

Health & Safety Awareness

Student Worksheets

SAMPLE!



RISK

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Note to Students
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FIRE SAFETY

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SAFETY INVESTIGATION

Assessment Brief 3

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A. The Importance of Health and Safety

1. Read:

All businesses must practise good health and safety, minimising work-related injuries.

Employers who don't comply with **health and safety legislation** are liable to prosecution and can face fines, business disruptions, and even imprisonment.

Health and safety measures must protect the mental and physical wellbeing of workers and non-workers.

The **Safety, Health and Welfare at Work Act 2005** protects employees, customers, and visitors in the work premises. Employers must do all they can to eliminate or largely prevent accidents happening in the workplace.

A lack of care for health and safety can:

- increase absenteeism
- increase negligence claims
- negatively affect workplace productivity
- negatively affect staff morale
- lower staff motivation
- lead to injuries, long-term illnesses, and possibly death
- cause a decrease in business and profit
- lead to damaged work equipment
- medical expenses

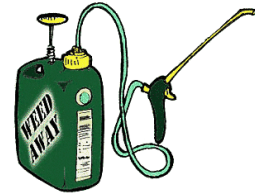
ALL workplaces must adhere to safety, health and welfare regulations, e.g. schools, hairdressers, offices, banks, shops, restaurants, etc.!



C. Hazards and Risks

1. Read the scenarios. State the hazard and risk.

Rob has many weedkillers and other gardening chemicals in his shed. The shed does not have a lock.



Hazard:

Risk:



The public bathroom in the shopping centre has a wet, slippery floor after being cleaned. There is a sign to warn people.

Hazard:

Risk:

Sandra often walks across the road without even looking. It's a busy road too!



Hazard:

Risk:









Martin's toaster keeps catching fire but he doesn't want to buy a new one! He said it still makes toast!

Hazard:

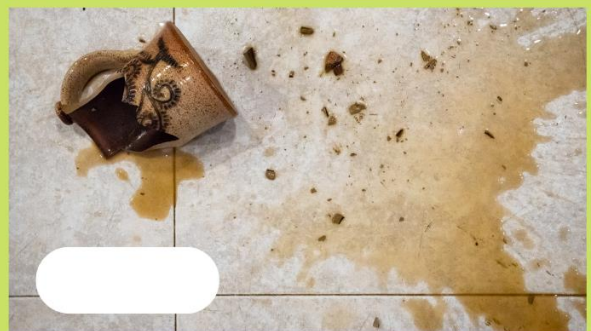
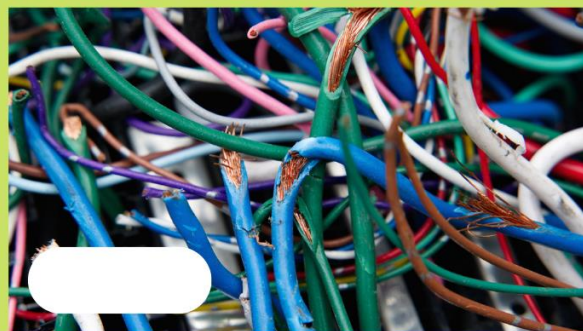
Risk:



8. Name 2 work environments where you might find each of these hazard signs:

Hazard Sign	Workplaces
Low Temperature 	
Forklift Trucks 	
Watch Your Step 	
Slippery Floor 	
Hazardous to Environment 	
Falling Objects 	
Risk of Falling 	
High Noise Levels 	

4. Using the same key as on the previous page, classify these types of hazards.



2. Read:

Personal protective equipment (PPE) is protective clothing, helmets, goggles, or other clothing or equipment designed to protect the person's body from injury or infection. The hazards addressed by PPE include physical, electrical, heat, chemicals, biohazards, and airborne particulate matter.

3. Label the PPE.

safety boots, hard hat, gloves, mask, high-vis jacket, overalls, goggles, ear protection



I. Safety Statement

1. Read:

A **Safety Statement** is a legal requirement for all employers. The company or organisation Safety Statement is a **written document** which describes how **Health and Safety** within the company or organisation is managed. A Health and Safety Statement is the duty of care to employees to manage **risks and hazards** in the workplace. In order to comply with current legislation, an up to date **written** Safety Statement must be implemented by all employers.

A SAFETY STATEMENT IS:

- Based on a risk assessment of the premises
- Site specific for the organisation/business
- Specific to the work practices/procedures
- The employer's responsibility
- A requirement under the Safety, Health and Welfare at Work Act 2005, Section 20



2. Answer the questions:

a) Who is responsible for the Safety Statement?

b) Can the Safety Statement be given only orally to employees?

c) What is the Safety Statement about?

d) What does 'site specific' mean?

M. Employee Responsibilities

1. Complete the sentences about an employee's duties at work:

medical, endanger, Report, influence, protect

a) Take reasonable care to the health and safety of yourself and other people in the workplace.

b) Do not engage in improper behaviour that will yourself or others.

c) Do not be under the of drink or drugs in the workplace

d) Undergo any reasonable assessment (or other assessment) if requested by your employer.

e) any defects (faults) in equipment or the workplace which might be a danger to health and safety.



PROTECTION

WORK SAFETY



SAFETY TRAINING



TOOLS KNOWLEDGE



SAFETY FIRST



REGULATIONS



INSURANCE



HEALTH CARE



EXPERIENCE

Assessment Brief 2

Course:	Health and Safety Awareness Level 3
Course Code:	3N0532 (Ireland)
Assessment:	2
Title:	<u>Fire Safety</u>
Weighting:	Collection of work – 100%

Guidelines:

You will be expected to:

1. Describe health and safety related issues related to fire, in a familiar work or learning environment.
2. Define both employer and employee responsibilities for a familiar work or learning environment with regard to fire health and safety and accident prevention by referring to appropriate health and safety legislation for Ireland.
3. Identify existing and potential fire hazards in a familiar work or learning environment including who could be affected by the hazard and how.
4. Demonstrate the correct method of using a fire blanket and firefighting equipment.
5. Participate in a fire drill, following procedures correctly.

Assessment criteria:

- All questions must be correctly answered and complete.
- Use health and safety vocabulary, to include different fire prevention, fire extinguishers, fire hazards, emergency exit plan, assembly point, fire drill, fire blanket, fire triangle, smoke alarms, etc.
- Identify common fire safety signs.
- Complete a Fire Hazard Investigation activity, to include the hazards, the types of hazards, the risks, the risk levels and the control measures.
- Recognise PPE and its benefits.

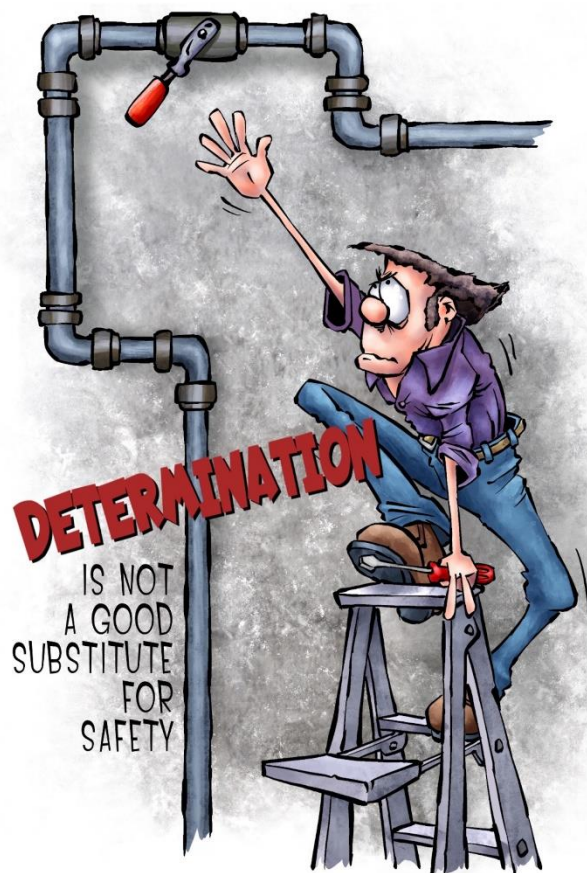
- Make a poster listing the steps for an emergency evacuation.
- Practise health, safety and hygiene procedures throughout the course.
- Photographic and/or video evidence may be required.

Submission date:

I confirm that this is my original work.

Signed:

Date:



6. Read:

Electrical Safety

All electrical equipment and installations must be designed, constructed, installed, maintained, protected, and used to prevent danger. Electrical hazards can cause fires.

Examples of dangerous situations:

- Using unqualified electrical contractors to carry out installation and repairs to electrical equipment and fittings - it is illegal in Ireland to carry out any electrical work if you are not RECI (Safe Electric) certified
- Not maintaining pest control to avoid rodent damage to electric wiring and equipment
- Failure to regularly check electrical equipment and remove defective equipment
- Electrical cords in poor condition
- Plugging appliances and lights into the same electrical outlets
- Using extension cords



Overloaded electrical outlet, causing a fire

7. Describe 2 electrical safety procedures to be followed in the classroom.

C. Fire Extinguishers

1. Look at the different types of fire extinguishers and their uses. (also available in slides)



2. Which fire extinguisher should be used?
Sometimes, there is more than one that can be used.

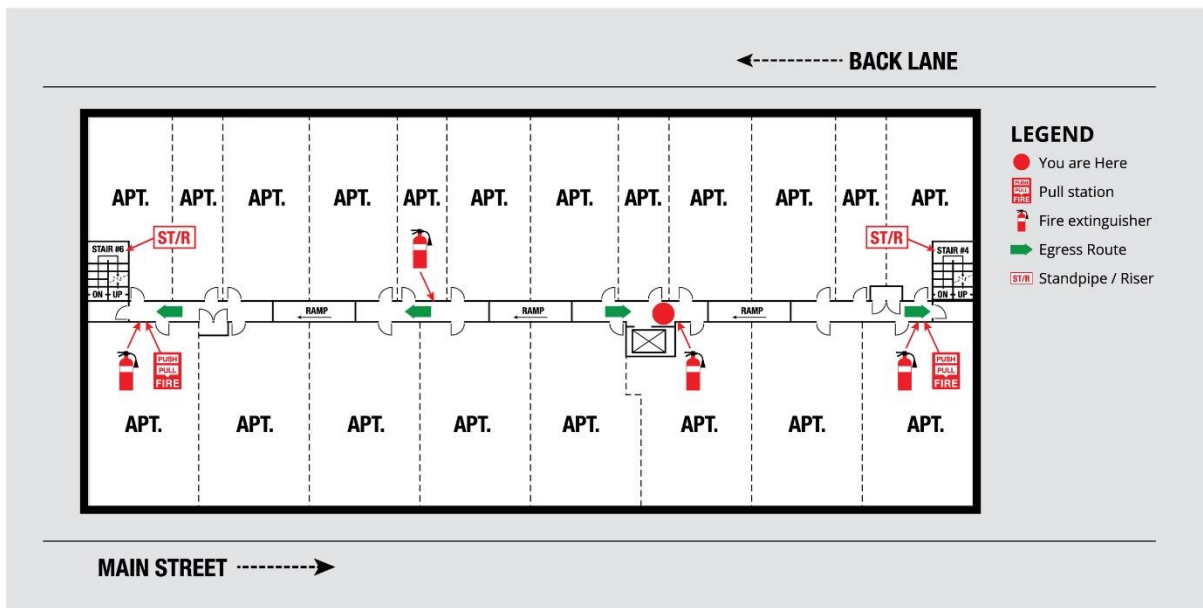
- a) cardboard
- b) electrical appliance
- c) petrol
- d) curtains
- e) aluminium
- f) cooking oil
- g) propane gas
- h) plastic chair
- i) computer
- j) rubber tyres

D. Emergency Exit Plan

You should have an Emergency Exit Plan, when you are at work and when you are at home.

Example: (also available on the slides)

EMERGENCY PLAN: RESIDENTIAL FLOOR



IF YOU DISCOVER A FIRE

- **ACTIVATE** a fire alarm pull station
- **PHONE 999** to report a fire at the building
- **EVACUATE** to a safe area within the building or outside the building to the assembly area via the nearest safe exit
- **DO NOT** lock doors behind you
- **ASSIST** persons requiring assistance

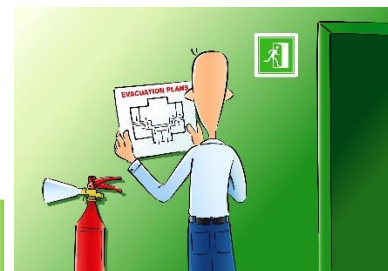
WHEN YOU HEAR THE ALARM

- Upon **FIRE ALARM** evaluate if you are at risk before evacuation
- **EVACUATE** to a safe area within the building or outside the building to the assembly area via the nearest safe exit.
- **DO NOT** lock door behind you.
- **ASSEMBLE** clear of the building and arriving fire apparatus
- **ASSIST** persons requiring assistance
- **DO NOT GO BACK IN THE BUILDING FOR ANY REASON.** The Fire Department will advise when it is safe to do so.
- **PHONE 999** to report a fire at building

DESIGNATED ASSEMBLY AREA

In front of the building.

Do not use the elevator.



1. Look at the legend.

2. How many fire extinguishers are there?

3. What are the following? (look up online if you are not sure)

a) Egress Route

b) Standpipe / Riser

c) Pull Stations

A. Checking Your Knowledge

Answer the questions:

1. What is the minimum number of smoke alarms you should have in your home?

2. What are the four things you should do in the event of fire?

3. What is risk, in terms of health and safety?

4. What information should you give when you make an emergency call?

5. Where is the safest place to cross a busy road?

6. What is the minimum working temperature?

7. What number do you use to call the Irish Coast Guard Service in an emergency?

8. What do triangular, yellow signs with black pictograms typically indicate?

9. What must you wear at all times when you are boating?



Mapping of Learning Outcomes

1. Describe the basic principles underpinning health and safety, to include the concepts of prevention of risks and protection against hazards. Pages 8 to 10 (the importance of health and safety), Pages 11 to 13 (basic principles of health and safety), Pages 14 to 24 (hazards and risks), Page 91 (Safety Investigation), Separate Safety Investigation
2. Describe health and safety related issues in a familiar work or learning environment in the context of the tools, equipment and associated documentation. Pages 38 to 42 (health and safety clothing, tools and equipment), Pages 43 to 44 (risk assessments), Pages 45 to 46 (control measures), Pages 47 to 52 (safety statement), Pages 53 to 54 (accident and dangerous occurrence reporting), Pages 65 to 66 (fire prevention), Pages 71 to 74 (fire extinguishers), Paged 75 to 76 (emergency exit plan, fire drill), Pages 77 to 78 (fire blanket), Pages 80 to 81 (smoke alarms), Page 82 (fire sprinklers), Page 91 (Safety Investigation), Separate Safety Investigation
3. Define both employer and employee responsibilities for a familiar work or learning environment with regard to health and safety and accident prevention by referring to appropriate health and safety legislation for Ireland. Pages 38 to 42 (health and safety clothing, tools and equipment), Pages 43 to 44 (risk assessments), Pages 45 to 46 (control measures), Pages 47 to 52 (safety statement), Pages 53 to 54 (accident and dangerous occurrence reporting), Pages 55 to 61 (employer and employee responsibilities), Pages 65 to 66 (fire prevention), Pages 71 to 74 (fire extinguishers), Paged 75 to 76 (emergency exit plan, fire drill), Pages 77 to 78 (fire blanket), Pages 80 to 81 (smoke alarms), Page 82 (fire sprinklers), Page 91 (Safety Investigation), Separate Safety Investigation
4. Identify existing and potential health hazards and safety hazards in a familiar work or learning environment including who could be affected by the hazard and how. Pages 14 to 24 (hazards and risks), Pages 25 to 30 (types of hazards), Pages 31 to 37 (ergonomics), Pages 65 to 66 (fire prevention), Pages 67 to 70 (fire hazards), Page 91 (Safety Investigation), Separate Safety Investigation



5. Group hazards by type, including physical, electrical, mechanical, chemical, psychological, and work related musculoskeletal disorders (WMSDs). Pages 25 to 30 (types of hazards), Page 91 (Safety Investigation), Separate Safety Investigation
6. Give examples of ergonomic risks in a familiar work or learning environment. Pages 31 to 37 (ergonomics), Pages 43 to 44 (risk assessments), Pages 45 to 46 (control measures), Pages 47 to 52 (safety statement), Page 91 (Safety Investigation), Separate Safety Investigation
7. Demonstrate the correct method of using a fire blanket and firefighting equipment. Pages 71 to 74 (fire extinguishers), Pages 77 to 78 (fire blanket), Page 79 (fire safety note), Pages 80 to 81 (smoke alarms)
8. Participate in a fire drill following procedures correctly. Paged 75 to 76 (emergency exit plan, fire drill)
9. Describe the procedures to be taken following an accident, including completion of the appropriate documentation and knowledge of roles and responsibilities. Pages 53 to 54 (accident and dangerous occurrence reporting), Page 91 (Safety Investigation), Separate Safety Investigation
10. Demonstrate knowledge of personal and workplace health, safety and hygiene by following good health, safety and hygiene practices in the work or learning environment. Pages 14 to 24 (hazards and risks), Pages 25 to 30 (types of hazards), Pages 31 to 37 (ergonomics), Pages 38 to 42 (health and safety clothing, tools and equipment), Pages 43 to 44 (risk assessments), Pages 43 to 44 (risk assessments), Pages 45 to 46 (control measures), Pages 47 to 52 (safety statement), Pages 53 to 54 (accident and dangerous occurrence reporting), Pages 55 to 61 (employer and employee responsibilities), Pages 65 to 66 (fire prevention), Pages 67 to 70 (fire hazards), Pages 77 to 78 (fire blanket), Page 79 (fire safety note), Pages 80 to 81 (smoke alarms), Page 82 (fire sprinklers), Pages 86 to 90 (checking health and safety knowledge), Page 91 (Safety Investigation), Separate Safety Investigation