

HSW – eLearning lesson plans

Week 1	Learning Outcomes	Training intent	Aids and equipment	Learner activity
Day 1	Introduction to Course	To confirm learners, understand course objectives.	eLearning platform	Reading and taking notes
Element 1: The foundations of health and safety				
Day 1	1.1 Outline the scope and nature of workplace health and safety 1.2 Identify the reasons for practicing good standards of health and safety.	Begin learning process the scope and nature of workplace health and safety. Understand the reasons for managing workplace health and safety – Moral, legal and financial	Slides, Material https://youtu.be/1REznDtlyCA - Jason Anker Proud to be safe video	Self-learning through eLearning platform, Taking notes Active listening
Day 2	1.3 Outline the role of workplace health, safety and fire law, the role of enforcement agencies and possible enforcement actions 1.4 Identify the key internal and external sources of health and safety information MCQ Type assessment	Help learners to understand the role of various enforcement agencies. Obtain knowledge on the internal and external sources of information. To understand learners are thorough with learning objectives	Slides, materials Practice questions	Self-learning through eLearning platform, Taking notes If require contact for tutor support Score 80% to proceed to next element, or re-take the test

Element 2: The responsibility for health and safety				
Day 3	<p>2.1 Outline the health and safety roles and responsibilities of relevant parties</p> <p>2.2 Outline systems to effectively manage health and safety</p>	<p>To understand the roles and responsibilities of various parties in an organisation towards health and safety.</p> <p>To understand health safety management system</p>	<p>Slides, materials</p>	<p>Self-learning through eLearning platform, Taking notes.</p>
Day 4	<p>2.3 Outline how accidents are caused and the role and function of accident recording and investigation.</p> <p>2.4 Identify the methods of improving health and safety performance.</p> <p>MCQ Type assessment</p>	<p>To understand the causes of accidents and the systematic way to investigate accident.</p> <p>Help learners to obtain knowledge on improving health and safety performance.</p> <p>To understand learners are thorough with learning objectives</p>	<p>Slides, materials</p> <p>Video on Accident investigation - https://www.youtube.com/watch?v=zPu2CePrHhc</p> <p>Practice questions</p>	<p>Self-learning through eLearning platform, Taking notes.</p> <p>Prepare a mind mapping for first two elements.</p> <p>If require contact for tutor support Score 80% to proceed to next element, or re-take the test</p>
Element 3: Health and safety risk assessment and control				
Day 5	<p>3.1 Outline the aim and objectives of risk assessment and give examples of common hazards</p> <p>3.2 Explain what constitutes an adequate risk assessment</p>	<p>Introduce objectives of risk assessment with reference to common workplace hazards.</p> <p>Understand the concept of adequate risk assessment.</p>	<p>Slides, Materials</p>	<p>Self-learning through eLearning platform, Taking notes.</p> <p>Score 80% to proceed to next element, or re-take the test</p>

Day 6	<p>3.3 Outline the stages of risk assessment</p> <p>3.4 Outline the general principles for controlling health and safety risks.</p> <p>MCQ Type assessment</p>	<p>To help to understand the basic principles of risk assessment, the hierarchy of control available.</p> <p>To understand learners are thorough with learning objectives</p>	<p>Slides, material, videos</p> <p>Practice questions</p>	<p>Self-learning through eLearning platform, Taking notes.</p> <p>Hazard identification practice based on your workplace.</p> <p>Score 80% to proceed to next element, or re-take the test</p>
Element 4: Work equipment				
Day 7	<p>4.1 Identify the general health and safety requirements for work equipment.</p> <p>4.2 Identify the main hazards and controls for work equipment</p> <p>MCQ type assessment</p>	<p>Understand the health and safety requirements for work equipment used at workplace.</p> <p>Appreciate the key control measures for work equipment</p> <p>To understand learners are thorough with learning objectives</p>	<p>Slides, materials</p> <p>Practice questions</p>	<p>Self-learning through eLearning platform, Taking notes.</p> <p>If require contact for tutor support</p> <p>Score 80% to proceed to next element or re-take the test.</p>
Element 5: Transport safety				
Day 8	<p>5.1 Identify the hazards presented by the movement of vehicles in the workplace and the appropriate control measures.</p> <p>MCQ type assessment</p>	<p>Help to understand the hazards associated with transport and suitable controls in the workplace.</p> <p>To understand learners are thorough with learning objectives</p>	<p>Slides, materials</p> <p>Practice questions</p>	<p>Self-learning through eLearning platform, Taking notes.</p> <p>Score 80% to proceed to next element or re-take the test.</p>

Element 6: Working with electricity				
Day 9	6.1 Identify the hazards associated with the use of electricity in the workplace.	Helps to identify and understand the hazards the associated with electricity, the suitable control in place.	Slides, materials	Self-learning through eLearning platform, Taking notes.
	6.2 Identify the control measures that need to be taken when working with electrical systems or using electrical equipment.	To understand learners are thorough with learning objectives	Practice questions	If require contact for tutor support Score 80% to proceed to next element or re-take the test.
Element 7: Fire safety				
Day 10	7.1 Outline the common fire hazards in the workplace	Introduce common fire hazards in the workplace.	Slides, material.	Self-learning through eLearning platform, Taking notes.
	7.2 Identify the benefits of adequate fire risk assessment	Helps to understand the benefits of fire risk assessment	Napo films https://youtu.be/mjG-w3DSggg	If require contact for tutor support
	7.3 Outline the basic principles of fire prevention and fire controls in the workplace.	To understand the fire prevention and controls in the workplace.	Practice questions	Score 80% to proceed to next element or re-take the test.
	MCQ type assessment	To understand learners are thorough with learning objectives		

Element 8: Manual handling and repetitive activities				
Day 11	8.1 Identify the hazards from manual handling and repetitive physical activities	To understand the hazards associated with manual handling	Slides, materials	Self-learning through eLearning platform, Taking notes.
	8.2 Identify ways of controlling risks from manual handling and ergonomic risks.	Helps to understand the control measures for manual handling risks.	Napo films https://youtu.be/xkRm1DlnIGs	
	MCQ Type assessment	To understand learners are thorough with learning objectives	Practice questions	Score 80% to proceed to next element or re-take the test.
Element 9: Manual handling and repetitive activities				
Day 12	9.1 Identify the forms of, classification of and routes of entry for hazardous substances	Understand the hazardous substances and how it can cause harm to us.	Slides, material	Self-learning through eLearning platform, Taking notes.
	9.2 Outline the sources of information to be considered when undertaking an assessment of the health risks from substances commonly encountered in the workplace.	Helps to obtain knowledge of carrying out assessment for hazardous substance at work.	Napo films https://youtu.be/DIFmNADqfNQ	
	9.3 Identify the controls that should be used to reduce the risk of ill-health from exposure to hazardous substances.	Gather knowledge on the controlling the risk associated with hazardous substance.	Practice questions	Score 80% to proceed to next element or re-take the test.
MCQ Type assessment	To understand learners are thorough with learning objectives			

Element 10: The working environment				
Day 13	<p>10.1 Identify the common welfare and work environment requirements, hazards and controls in the workplace</p> <p>10.2 Identify the hazards to pedestrians in the workplace and the appropriate control measures</p> <p>10.3 Identify the common psycho-social hazards which may be encountered in the workplace, the persons affected and control measures</p>	<p>Helps to identify the common workplace hazards, the way to control them.</p> <p>Helps to understand the hazards to pedestrians and appropriate controls.</p> <p>Gather knowledge about psycho-social hazards and controls</p>	Slides, materials	<p>Self-learning through eLearning platform, Taking notes.</p> <p>If require contact for tutor support</p>
Day 14	<p>10.4 Identify the health effects associated with exposure to noise and vibration and the appropriate control measures.</p> <p>10.5 Identify the requirements for, and effective provision of, first aid in the workplace.</p> <p>MCQ type assessment</p>	<p>Understand the hazards and controls associated with noise and vibration</p> <p>Understand the importance of first aid requirements at workplace</p> <p>To understand learners are thorough with learning objectives</p>	<p>Slides, material</p> <p>Napo films https://youtu.be/YkN496jrxZs</p> <p>Practice questions</p>	<p>Self-learning through eLearning platform, Taking notes.</p> <p>If require contact for tutor support</p> <p>Score 80% to proceed to next element or re-take the test.</p>
Day 15	Prepare risk assessment – identify minimum 8 hazards	Helps to achieve practical knowledge of carrying out risk assessment	Slides, material, risk assessment guidance from Nebosh	<p>Carry out risk assessment using template provided, fill all the areas with suitable controls and time scale.</p> <p>Refer Nebosh Malpractice Policy.</p>