

Health & Safety

Knowledge Paper Answers

Health & Safety Knowledge Paper

1. Give an example of your employer's duties under the Health and Safety at Work (etc) Act 1974

Provide you with written policies and procedures. Handle substances safely. Ensure that the environment you work in and the equipment you use are safe and well maintained. Provide you with information, instruction, training and supervision. Ensure that you have appropriate welfare facilities e.g. toilets and drinking water.

2. Give an example of your duties under the Health and Safety at Work (etc) Act 1974

Use equipment and carry out tasks following your employers safe working procedures and any training and information you have been given. Work in a way that reasonably protects your health and safety and that of other people. Co-operate with your employer on health and safety issues. Report health and safety concerns to an appropriate person.

3. Apart from your colleagues and yourself who else could be at risk in your workplace?

Anyone else in it clients' and visitors.

4. How much can you be fined for an offence under Health and Safety legislation?

£20,000.

5. After how many days absence from work must a carer's work related injury be reported under RIDDOR?

More than 7 days.

6. Give an example of each of the following risk factors:

Occupational	–	Infectious illnesses, the unpredictable nature of people requiring care, making beds, cleaning tasks, mobility problems, stress, cleaning / laundry chemicals.
Environmental	–	Poor lighting, lack of space to carry out tasks safely, particularly on adapted premises, poorly maintained flooring or outside areas, heat.
Human	–	Rushing, lack of training / competence, impatience, lack of compassion, carelessness, poor concentration.

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7. Give 2 examples of triggers for work-related stress.

- Bullying and fear of violence.
- Lack of support from management.
- Job insecurity.
- Lack of confidence in health and safety measures (resulting in fear of injury).
- Feelings of inadequacy, perhaps because of poor training or a lack of supervision.
- Excessive demands at work e.g. being expected to cover for absent colleagues or focus on physical tasks at the expenses of client well being.

8. How can your employer protect you from the effects of second hand smoke?

They should control where people smoke and when they do so, clients should be aware they may have to refrain from smoking if you are cleaning the area.

9. What is the first step of a risk assessment?

Identify the hazards.

10. Give 2 examples of groups of people who may need special consideration when you carry out a risk assessment.

- Pregnant women / new mother's.
- People who lack mobility.
- People who lack capacity.
- Employees.
- Children.
- Visitors.
- Contractors.

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11. What is the most effective way of reducing the risk associated with a hazard in your workplace?

I would accept either remove the hazard or substitute a less hazardous alternative.

12. Suggest 3 ways in which fires might start in your workplace.

- 1 Arson.
- 2 Unattended fryers'.
- 3 Damaged wiring.

13. What's the first thing you must do on discovering a fire?

Raise the alarm.

14. Give 2 examples of things you can do to prevent fires.

- 1 Tidy as you go.
- 2 Do not leave hot / electrical equipment on for longer than necessary.

15. Give 3 examples of hazards increasing the risks associated with manual handling tasks.

- 1 Size.
- 2 Weight.
- 3 Environment.

Accept any sensible answer relating to the environment, the load or the person carrying out the task e.g. lack of space, sharp edges, lack of training.

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16. Under Manual Handling Operations Regulations 1999, what 3 things must employers and employees do before a handling task is carried out?

- 1 **Avoid.**
- 2 **Assess.**
- 3 **Reduce. (or introduce control measures)**

17. Why is it important to keep loads as close to your body as possible while you are moving them?

To give best control, to reduce strain, to avoid the amount of twisting, stooping and reaching. Takes the pressure off the spine.

18. Which regulations cover equipment used in the workplace?

The Provision and Use of Work Equipment Regulations (PUWER) 1998.

19. Give 3 examples of ways in which you would protect yourself and / or others from harm when using hazardous cleaning chemicals.

- 1 **Follow safe working procedures.**
- 2 **PPE.**
- 3 **Keep them in original containers.**
- 4 **Store correctly.**
- 5 **Dispose of safely**
- 6 **Do not leave lying around**

20. How regularly should lifting equipment be serviced by a competent individual?

Every 6 months.