Overview
This standard identifies the requirements when you promote the health, safety and security of yourself and others for whom you are responsible within settings where children, young people or adults are cared for or supported. This includes monitoring and maintaining health, safety and security, promoting working practices that are safe, healthy and secure and minimising risks arising from emergencies.
Maintain health, safety and security in the work setting

You must be able to:

P1 follow organisational safety and security procedures while in the work setting
P2 ensure that appropriate people know where you are at all times
P3 monitor work areas and working practices to ensure that they are safe and free from hazards and conform to legal and work setting requirements for health and safety
P4 before starting and while carrying out work activities, identify health, safety and security issues that may present risks to yourself or other people
P5 minimise identified health, safety and security risks
P6 take account of individuals’ preferences and needs when you ensure your own safety and that of individuals and other people during your work activities
P7 check people’s right to enter or to be in and around the premises and the environment in which you are working
P8 take action in line with legal and work setting requirements to deal with people who do not have a right to enter or to be present
P9 take action in line with legal and work setting requirements to ensure that equipment and materials are used and stored correctly and safely
P10 take action in line with legal and work setting requirements to deal with the spillage of hazardous and non-hazardous materials
P11 take action in line with legal and work setting requirements to dispose of waste immediately and safely
P12 report health and safety issues in accordance with legal and work setting requirements
P13 complete health, safety and security records within confidentiality agreements and according to legal and work setting requirements
P14 seek additional support in relation to health, safety and security issues when necessary

Promote health and safety in the work setting

You must be able to:

P15 operate within the limits of your own role and responsibilities in relation to health and safety
P16 act as a role model in promoting health, safety and security
P17 support others to understand and follow correct safety procedures
P18 work with others to identify, minimise and manage potential risks and hazards in the working environment and when carrying out
work activities

P19 take appropriate action where there is the likelihood of an accident or injury

P20 use appropriate risk assessments

P21 support others to use appropriate risk assessments

P22 use safe procedures and techniques for moving and handling

P23 support others to use safe procedures and techniques for moving and handling

P24 use approved methods and procedures when carrying out potentially hazardous work activities

P25 support others to use approved methods and procedures when carrying out potentially hazardous work activities

P26 encourage others to identify and report any issues in the working environment that may put themselves or others at risk

P27 support others to identify and report any issues they have identified

P28 support others to complete health and safety records correctly

Minimise risks arising from emergencies

You must be able to:

P29 make informed decisions about actions to take when risk factors and hazards may cause an incident or emergency

P30 take appropriate and immediate action to deal with health and environmental emergencies and incidents

P31 provide support and assistance within your own competence until someone who is qualified to deal with the emergency is available

P32 make the area around the person at the centre of the emergency as private and safe as possible

P33 follow correct safety procedures during incidents and emergencies

P34 help others to follow correct safety procedures during incidents and emergencies

P35 offer appropriate support to others involved in the incident or emergency

P36 complete records and reports on incidents and emergencies within confidentiality agreements and according to legal and work setting requirements
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Knowledge and understanding

You need to know and understand:

**Rights**

K1 legal and work setting requirements on equality, diversity, discrimination and rights
K2 your role in promoting individuals’ rights, choices, wellbeing and active participation
K3 your duty to report any acts or omissions that could infringe the rights of individuals
K4 how to deal with and challenge discrimination
K5 the rights that individuals have to make complaints and be supported to do so

Your practice

You need to know and understand:

K6 legislation, statutory codes, standards, frameworks and guidance relevant to your work, your work setting and the content of this standard
K7 your own background, experiences and beliefs that may have an impact on your practice
K8 your own roles, responsibilities and accountabilities with their limits and boundaries
K9 the roles, responsibilities and accountabilities of others with whom you work
K10 how to access and work to procedures and agreed ways of working
K11 how to work in partnership with individuals, key people and others
K12 how to manage ethical conflicts and dilemmas in your work
K13 how to challenge poor practice
K14 how and when to seek support in situations beyond your experience and expertise

Health and Safety

You need to know and understand:

K15 your work setting policies and practices for monitoring and maintaining health, safety and security in the work environment
K16 practices for the prevention and control of infection in the context of this standard

Safe-guarding

You need to know and understand:

K17 the responsibility that everyone has to raise concerns about possible harm or abuse, poor or discriminatory practices
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| K18 | Indicators of potential harm or abuse |
| K19 | How and when to report any concerns about abuse, poor or discriminatory practice, resources or operational difficulties |
| K20 | What to do if you have reported concerns but no action is taken to address them |

**Handling information**

| K21 | Legal requirements, policies and procedures for the security and confidentiality of information |
| K22 | Legal and work setting requirements for recording information and producing reports |
| K23 | Principles of confidentiality and when to pass on otherwise confidential information |

**Specific to this NOS**

| K24 | Legislation and work setting procedures to prevent and control infection |
| K25 | Aspects of your own health and hygiene that can help prevent the spread of infection |
| K26 | Legislation and work setting requirements for dealing with incidents and emergencies |
| K27 | Different kinds of incidents and emergencies that may arise in your work setting |
| K28 | Your responsibility for keeping yourself and others safe within your work role and environment |
| K29 | Additional hazards to consider when working alone |
| K30 | How to take responsibility for your own health and wellbeing |
| K31 | Practices for safe moving and handling |
| K32 | Approved methods and procedures for potentially hazardous activities you undertake at work |
| K33 | National and local guidance on falls prevention and factors that impact on falls |
| K34 | Principles of risk assessment and risk management |
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Additional Information

Scope/range related to performance criteria

The details in this field are explanatory statements of scope and/or examples of possible contexts in which the NOS may apply; they are not to be regarded as range statements required for achievement of the NOS.

Note: Where an individual finds it difficult or impossible to express their own preferences and make decisions about their life, achievement of this standard may require the involvement of advocates or others who are able to represent the views and best interests of the individual.
Where there are language differences within the work setting, achievement of this standard may require the involvement of interpreters or translation services.

An accident may be a major or minor incident that is unforeseen and causes injury; accidents may be due to falls; hazards in the environment; illness; disability; weaknesses; sensory and cognitive impairment; frailty

Appropriate and immediate action may include summoning emergency assistance

Approved methods and procedures may include using correct moving and handling techniques; wearing correct personal protective clothing appropriate to the situation, environment and activities; using and storing equipment and materials safely; dealing with spillages safely; safe disposal of waste; safe handling of food; effective hygiene practices

Emergencies are occurrences that present immediate and threatening danger to people, goods and/or the environment; they may relate to fire, security, serious accidents, minor accidents or first aid

A hazard is something with potential to cause harm

Incidents require immediate attention to avoid possible danger and harm to people, goods and/or the environment. They may include intruders; chemical spillages; lost items such as keys; missing individuals; individuals locked out; contamination risk; aggressive and dangerous encounters; bomb scares

An individual is the adult, child or young person you support or care for in your work

A risk takes account of the likelihood of a hazard occurring and may include the possibility of danger, damage or destruction to the environment and goods; the possibility of injury and harm to people

Risk assessments are documents that identify actual and potential risks and specify actions to address these

Working practices may include activities; procedures; use of materials or equipment; working techniques

The work setting may be in someone’s home, within an organisation’s premises, in the premises of another organisation, out in the community
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Scope/range relating to knowledge and understanding

All knowledge statements must be applied in the context of this standard.

Values

Adherence to codes of practice or conduct where applicable to your role and the principles and values that underpin your work setting, including the rights of children, young people and adults. These include the rights:
- To be treated as an individual
- To be treated equally and not be discriminated against
- To be respected
- To have privacy
- To be treated in a dignified way
- To be protected from danger and harm
- To be supported and cared for in a way that meets their needs, takes account of their choices and also protects them
- To communicate using their preferred methods of communication and language
- To access information about themselves
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