

Learner Resource Book

Health, Safety and Welfare in Social Care

Version 1.0 – 10/2020



Contents

The Learner Resource.....	1
Introduction	1
Structure and Layout	1
Latest Version.....	2
Legislation, policies and procedures	3
Risks, Hazards, Accident, Near Miss and Risk Assessment	4
Hazards	5
Activity	5
Accidents	6
Activity	6
Control of Substances Hazardous to Health	7
Activity	7
The Fire Triangle and Identifying Hazards.....	8
Activity	8
Fire Fighting Equipment.....	9
Activity	9
Information Fire Safety	10
Information Wellbeing.....	11
Information Coronavirus	12

The Learner Resource

Introduction

Welcome to the Health, Safety and Welfare in Social Care module. This module enables you to develop essential knowledge of Health, Safety and Welfare in Social Care and how to keep yourselves, colleagues, service users and visitors safe

This learner resource is to be used as part of the learning process. Within this learner resource you will find information, activities and direction to further help or information.

Structure and Layout

Each guide has a common structure and layout that helps ensure consistency and maintains the quality of the materials.

The following symbols are used to highlight key information or actions:

	<p><i>Information</i></p> <p>This symbol highlights information on a particular point, topic or area.</p>
	<p><i>Key Point</i></p> <p>This symbol highlights a key point on a particular topic or area.</p>
	<p><i>Question</i></p> <p>This symbol indicates a question.</p>
	<p><i>Activity</i></p> <p>This symbol indicates a activity.</p>
	<p><i>Scenario</i></p> <p>This symbol indicates a scenario or case study.</p>
	<p><i>Tag</i></p> <p>This symbol highlights where you can find more information, help, support or a resource.</p>

Latest Version

Always check you have the latest version of the Learner Resource. The issue number and date appear on the cover page.

If you have been given this learner resource by your Line Manager, Supervisor or Learning and Development Champion – they will have checked it is the current version. Learning and Development only provide copies of the current version of any learner resource.

Legislation, policies and procedures



Information

There are many different types of legislation that we need to consider and adhere to within our working environment. The main reason for health and safety legislation is to protect people at work and those who are affected by work activities.



The Health and Safety at Work Act 1974 is often referred to as the main piece of legislation however there are others that need to be considered within our day to day duties. Here are just a few:

- Health & Safety First Aid Regulations 1980
- Manual Handling Operations Regulations 1992
- Reporting of injuries, diseases and dangerous occurrences Regulations 1995
- Management of Health and Safety at Work Regulations 1999
- The lifting Operations and lifting equipment regulations 1998
- Provision and Use of Work Equipment Regulation 2002
- Control of substances Hazardous to Health 2002
- The Regulatory Reform (fire Safety) order 2005

As well as legislation there are organisational policies and procedures, safety guidance documents and specific safe systems of work. Be sure you know where these are kept. Make sure you read them and familiarise yourself with the contents.

Ask your line manager for assistance in locating these very important documents.



Accidents

Activity



Activity

Accident

... an unfortunate incident that happens unexpectedly and unintentionally typically resulting in damage or injury

Near Miss

...an incident which did not result in injury or damage but had the potential to do so

Please answer the following questions:

What sort of accidents/ incidents could happen in your workplace?

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.....
.....
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.....

How can accidents/incidents be avoided?

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.....
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.....

What should you do if an accident/ incident happens?

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.....
.....
.....
.....

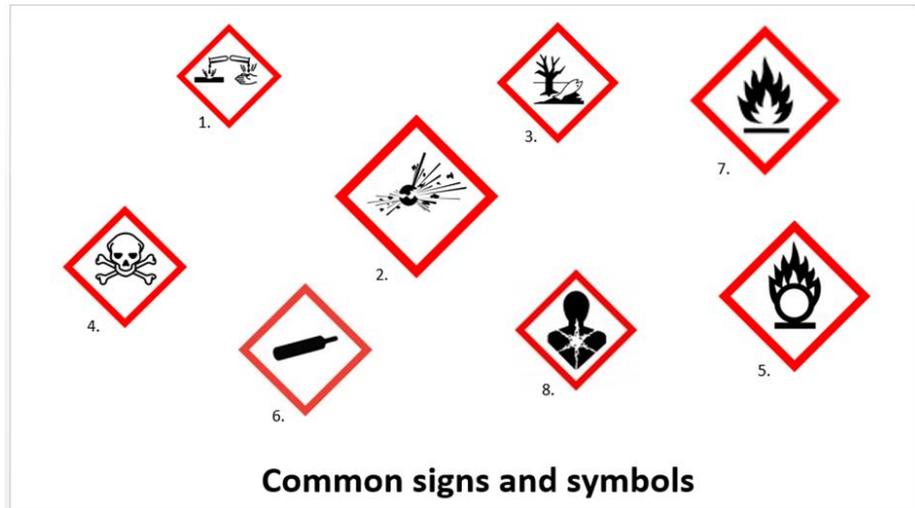
Control of Substances Hazardous to Health

Activity



Activity

Can you match the common signs and symbols with the correct meaning?

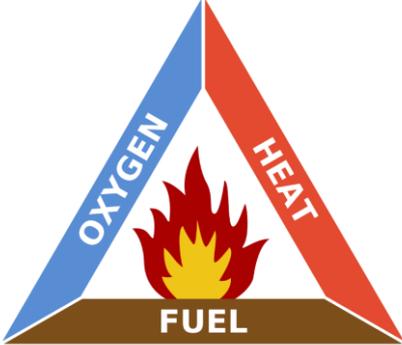


Meaning	Picture number
Dangerous to the environment	
Oxidising	
Gas under pressure	
Flammable	
Corrosive	
Explosive	
Toxic/danger	
Long term health effects such as respiratory issues	

The Fire Triangle and Identifying Hazards

Activity

 Activity



Methods of control:

- Suffocation
- Starvation
- Cooling

Thinking about the fire triangle and fire hazards please answer the following questions?

What could the potential fuel sources be in your service area?

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What could the potential ignition sources be in your service area?

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What could the potential source of oxygen be in your service area?

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.....

.....

Information Fire Safety



Key Point

Most fires are preventable and there are many protective and preventative measures that can be taken to reduce the risk of fires,

In the event of a fire, you need to act quickly and calmly. Make sure you are prepared and that everyone knows exactly what to do.



Remember the PASS Technique...

Pull Aim Squeeze Sweep



Information

For further information on Fire Safety please follow these links:

- The Regulatory Reform (Fire Safety) Order 2005
- The East Riding of Yorkshire Council Fire Safety Policy
- Health and Safety Executive <https://www.hse.gov.uk>
- Fire safety law and guidance documents for business, Gov.UK
- <https://www.gov.uk/government/collections/fire-safety-law-and-guidance-documents-for-business>

Information Wellbeing



Information

For further information on Wellbeing please follow these links:

- Employee Assistance Programme
0800 107 6145
- <https://www.mind.org.uk/information-support/tips-for-everyday-living/workplace-mental-health/work-and-stress/>
- <http://insight.eastriding.gov.uk/health-and-wellbeing/live-well-work-well-consultations/>
- <http://insight.eastriding.gov.uk/health-and-wellbeing/>
- <https://eastridinghealthandwellbeing.co.uk/>
- <https://www.hse.gov.uk/stress/>
- <http://insight.eastriding.gov.uk/health-and-wellbeing/health-and-wellbeing-champions/>
- For information about coronavirus (covid 19)
<http://insight.eastriding.gov.uk/emergency-information/>



Information Coronavirus



Information

For East Riding Employees:



3 steps to safety:

Prevent – wash your hands regularly and thoroughly. Respect Social Distancing

Notice – be aware of COVID 19 symptoms

Act – if you've got symptoms get tested ASAP. Stay home if advised to self-isolate

For information about coronavirus (Covid 19) visit:

<http://insight.eastriding.gov.uk/emergency-information/>

The intranet page include sub sections as follows:

- Guidance for staying healthy and safe
- Working in the office
- Working from home
- Advice for managers
- Safety at work
- Service updates
- Urgent contacts
- Tips for managing a remote workforce
- Coronavirus Frequently Asked Questions for staff

Other information can be found by visiting:

- <https://www.gov.uk/coronavirus>



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