

## QNUK Delivery Resource Requirements

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## Introduction

Qualifications Network is one of the UK's leading Awarding Organisations for First aid and Safety qualifications.

Our aim is to contribute to the reduction of workplace injuries and illness through effective and affective training and education.

Our qualifications are one of the routes to achieving this aim; however, for learners to have effective and affective education they need highly competent trainers, sufficient resources, engaging learning environments and valid assessments. All maintained through effective quality assurance.

In this manual we have highlighted the resource requirements for each qualification. These requirements include:

- Delivery staff requirements
- Internal Quality assurance (IQA) requirements
- Equipment requirements
- Learning environment requirements

This manual should be used before registering to offer our qualifications and can also be used by Internal Quality Assurers (IQAs) when undertaking quality assurance activities.

## Registering to offer a qualification

We strongly recommend that you only register to offer each qualification once you have a confirmed booking. This reduces the burden on your quality assurance and maintains the confidentiality of assessment.

We will always assign qualifications within 48 hours, however, this is often within just a couple of hours.

Before registering it is important that you have access to the appropriate delivery staff, resources and quality assurers. We reserve the right to refuse access to qualifications where centres have simply harvested freelance trainers to provide "evidence" of resources available.

Qualifications Network will confirm the existence of competent delivery staff and IQAs through MyQNUK. We will also seek evidence of sufficient resources through our EQA activities.

Prior to requesting a qualification is added to your portfolio, please ensure the relevant staff have uploaded their evidence of competence.

Once we have received your request, our EQA team will verify the evidence on MyQNUK and assign the qualification if appropriate.

## Centre responsibilities

As part of our due diligence, the QNUK EQA team will ensure all delivery staff are suitably qualified. However, it is the centres responsibility to:

- Only register to offer qualifications where it can meet the full resource requirements outlined in this document
- Withdraw from offering qualifications where it does not have, or loses, resources required for a particular qualification, or suite of qualifications
- Produce, implement and maintain an IQA sampling plan for each assessor, related to each qualification it offers.

### Checking your portfolio

The qualifications you have been assigned as a centre can be checked on MyQNUK, under “our qualifications”.

Please use the information, contained in the following pages, to check that you have been assigned qualifications correctly. If you do not have suitable IQAs or other resources, please inform the EQA department who can withdraw the qualifications until you have suitable resources.

Having qualifications assigned to your centre, where you DO NOT have suitable resources may result in a maladministration investigation.

In addition to only applying for qualifications where you have suitable resources, we suggest that your IQA verifies, on an annual basis, that you continue to have suitable resources.

## Abrasive Wheel Qualifications

The requirements below are applicable to the following qualifications:

1. QNUK Level 2 Award in Abrasive Wheel Safety (Portable and Handheld) (RQF) 603/5118/4

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable Abrasive Wheel instructor qualification; E.G ROSPA, BAF accredited, **and**
2. Hold a teaching qualification listed in appendix 1, **and**
3. Hold an assessing qualification (type 1) as listed in appendix 1, **and**
4. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

N.B Online Abrasive Wheel instructor courses are not accepted under any circumstances. A suitable Abrasive wheel instructor course is typically delivered over two days and delivered by a recognised organisation.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed
- sufficient abrasive wheel equipment for the cohort size; e.g. a 110V grinder per 2 learners and 2 abrasive wheels
- a range of wheels with different markings

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

# Asbestos Awareness Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Asbestos Awareness (RQF) 603/5369/7

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable Health and Safety qualification (Type 1) listed in appendix 3, and have recent CPD in Asbestos awareness **or**
2. Hold be registered as a current UKATA Asbestos Awareness instructor, **and**
3. Hold a teaching qualification listed in appendix 1, **and**
4. Show current evidence of continuing professional development in delivering learning and the subject matter.

N.B Online asbestos instructor courses are not accepted under any circumstances.

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

## Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Assessing Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 3 Award in Understanding the Principles and Practices of Assessment (RQF) 601/6005/6
- QNUK Level 3 Award in Assessing Competence in the Work Environment (RQF) 601/6044/4
- QNUK Level 3 Award in Assessing Vocationally Related Achievement (RQF) 601/6066/8
- QNUK Level 3 Certificate in Assessing Vocational Achievement (RQF) 601/6007/X

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold an assessing qualification (type 2) as listed in appendix 1, **and**
2. Hold the qualification they are assessing (or a recognised equivalent) **and**
3. Have evidence of having successfully assessed learners for other qualifications; **and**
4. Have up-to-date working knowledge and experience of best practice in assessment and quality assurance;
5. Show current evidence of continuing professional development in delivering learning and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Hold a suitable IQA qualification (type 2) listed in appendix 2 and
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face assessing should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities



# Conflict Management Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Conflict Management (RQF) 603/6914/0
- QNUK Level 3 Award in the Delivery of Conflict Management Training (RQF) 603/6915/2

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a Level 3 Deliverers of Conflict Management Training (QCF/RQF) qualification **and**
2. Hold a teaching qualification listed in appendix 1, **and**
3. Show current evidence of continuing professional development in delivering learning and the subject matter.

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

## Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

### Covert Operation Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 4 Award in Covert Operations and Threat Management (RQF) 603/5492/6
- QNUK Level 4 Award in Physical Penetration Testing Operations (RQF) 603/6602/3

Due to the nature of these qualifications QNUK will undertake additional due diligence and quality assurance checks before assigning these qualifications to centres.

Centres should have trainers/assessors working operationally in these subject areas.

QNUK reserves the right to charge for additional EQA activities (£350+VAT) where centres apply for these qualifications and do not have operational staff and suitable equipment to undertake these operations.

The application for these qualifications may take up to 30 days.

To apply for these qualifications please contact [Mark.Barber@QNUK.org](mailto:Mark.Barber@QNUK.org) for an initial conversation.

# Customer Service Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Principles of Customer Service (RQF) 601/8802/9

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Have experience within a customer service environment; **or**
2. Hold a level 2 Award in a customer service related qualification or higher **and**
3. Hold a teaching qualification listed in appendix 1, **and**
4. Show current evidence of continuing professional development in delivering learning and the subject matter.

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

## Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Education and Training Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 3 Award in Education and Training (RQF) 601/4446/4
- QNUK Level 4 Certificate in Education and Training (RQF) 603/4586/X

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a teaching qualification at level 4 or above, excluding PTLLS, **and**
2. Show current evidence of continuing professional development in delivering learning and the subject matter.

Exemptions may be given for those wishing to deliver the Level 3 Award in Educations and Training where trainers hold a level 3 Teaching qualification and have a proven track record of regularly delivering qualifications over an extended period.

Those wishing to assess the Learning and Development units will need to hold an assessing qualification (type 2) as listed in appendix 1.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 2) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

# Fire Risk Assessment Qualifications

The requirements below are applicable to the following qualification:

- QNUK Level 3 Award in Fire Risk Assessment (RQF) 603/2073/4

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a NEBOSH Certificate in Fire Safety; **or**
2. Hold a Level 6 Diploma in Occupational Health and Safety (QCF/RQF); **or**
3. Hold a recognised Fire Risk Assessment Qualification with professional membership – i.e. FPA, **and**
5. Hold a teaching qualification listed in appendix 1, **and**
6. Hold an assessing qualification (type 2) as listed in appendix 1, **and**
7. Show current evidence of continuing professional development in delivering learning and the subject matter.

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 2) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed
- suitable risk assessment templates for learner familiarisation
- learner organised work environment to be fire risk assessed

## Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Delivery Resource Requirements

# Fire Safety (Level 1 and 2) Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 1 Award in Fire Awareness at Work (RQF) 603/0710/9
- QNUK Level 2 Award in Fire Safety for Fire Marshals (RQF) 603/0711/0

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable health and safety qualification (type 1) as listed in appendix 3, **or**
2. Have evidence of currently serving as a fire fighter, **or**
3. Hold a recognised Fire Safety Train- the Trainer certificate, **and**
4. Hold a teaching qualification as listed in appendix 1, **and**
5. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

N.B Online Fire Safety trainer courses are not accepted under any circumstances.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to fire safety; example extinguishers, fire signage

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## First Aid Qualifications

The requirements below are applicable to the following qualification:

- QNUK Level 2 Award in Basic Life Support (Adults and Children) (RQF) 603/2612/8
- QNUK Level 2 Award in Essential First Aid (RQF)
- QNUK Level 3 Award in Activity First Aid (RQF) 603/2451/X
- QNUK Level 3 Award in Emergency First Aid at Work (RQF) 603/2452/1
- QNUK Level 3 Award in Emergency Paediatric First Aid (RQF) 603/0560/5
- QNUK Level 3 Award in First Aid (Annual Refresher) (RQF) 603/2613/X
- QNUK Level 3 Award in First Aid at work (RQF) 603/2453/3
- QNUK Level 3 Award in Paediatric First aid (RQF) 603/0559/9
- QNUK Level 3 Award in Responding to Anaphylactic Reactions (RQF) 603/2457/0
- QNUK Level 3 Award in Responding to Incidents with an AED (RQF) 603/2456/9

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable first aid or medical qualification (type 1) appendix 4, **and**
2. Hold a teaching qualification as listed in appendix 1, **and**
3. Hold an assessing qualification (type 1) as listed in appendix 1, **and**
4. Show current evidence of continuing professional development in teaching, assessment and the subject matter. **and**
5. Provide an acceptable log of teaching first aid within the last 3 years **or**
6. Provide an acceptable record of competently teaching theoretical and practical first aid sessions under the supervision of a suitably qualified assessor

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- suitable number of resuscitation manikins (one manikin per four learners)
- suitable manikin disinfectant wipes
- suitable number of AED training devices (one unit per four learners)
- first aid kits containing a range of equipment including dressings and bandages as appropriate for the work environment
- a range of adrenaline auto injector training devices which anaphylaxis is assessed
- other first aid equipment as appropriate for the individual setting

N.B Manikins should be of the appropriate age group, i.e infant and child for paediatric, adult for HSE related first aid courses.

### Learning environment

Some virtual and e-learning is acceptable, please see each qualification specification for details. All practical assessments must take place in the physical presence of the assessor. Face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities



## First Aid (Catastrophic Bleeding) Qualifications

The requirements below are applicable to the following qualification:

- QNUK Level 3 Award in Emergency First Aid at Work +F (RQF) 603/2463/6
- QNUK Level 3 Award in Emergency First Aid at Work (Management of Catastrophic Bleeding) (RQF) 603/2568/9
- QNUK Level 3 Award in First Aid at Work +F (RQF) 603/2464/8
- QNUK Level 3 Award in First Aid at work (Management of Catastrophic Bleeding) (RQF) 603/2561/6

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable first aid or medical qualification (type 1) appendix 4, **and**
2. Hold a teaching qualification as listed in appendix 1, **and**
3. Hold an assessing qualification (type 1) as listed in appendix 1, **and**
4. Show current evidence of continuing professional development in teaching, assessment and the subject matter. **and**
5. Have evidence of undertaking CPD in the use of tourniquets and Haemostatic agents in the past 3 years, **and**
6. Provide an acceptable log of teaching first aid within the last 3 years **or**
7. Provide an acceptable record of competently teaching theoretical and practical first aid sessions under the supervision of a suitably qualified assessor

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements. They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- suitable number of resuscitation manikins (one manikin per four learners)
- suitable manikin disinfectant wipes
- suitable number of AED training devices (one unit per four learners)
- suitable number of manufactured tourniquets (one per four learners)
- examples of various haemostatic agents
- suitable equipment to demonstrate the use of tourniquets and the use of haemostatic agents
- first aid kits containing a range of equipment including dressings and bandages as appropriate for the work environment
- a range of adrenaline auto injector training devices which anaphylaxis is assessed
- other first aid equipment as appropriate for the individual setting

N.B Manikins should be of the appropriate age group, i.e infant and child for paediatric, adult for HSE related first aid courses.

### Learning environment

Some virtual and e-learning is acceptable, please see each qualification specification for details. All practical assessments must take place in the physical presence of the assessor. Face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

For the +F (Forestry) courses, some learning and practical assessment must be undertaken in an outdoor setting.

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# First Aid (Outdoor) Qualifications

The requirements below are applicable to the following qualification:

- QNUK Level 3 Award in Emergency Outdoor First Aid (RQF) 603/2454/5
- QNUK Level 3 Award in Forest School First Aid (RQF) 603/2465/X
- QNUK Level 3 Award in Outdoor First Aid (RQF) 603/2455/7

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable first aid or medical qualification (type 1) appendix 4, **and**
2. Have undertaken an outdoor first aid course in the past **and**
3. Hold outdoor instructor qualifications and experience; **or**
4. Have attended a recognised outdoor first aid train the trainer CPD event **and**
5. Hold a teaching qualification as listed in appendix 1, **and**
6. Hold an assessing qualification (type 1) as listed in appendix 1, **and**
7. Show current evidence of continuing professional development in teaching, assessment and the subject matter. **and**
8. Have evidence of undertaking CPD in the use of tourniquets and Haemostatic agents in the past 3 years, **and**
9. Provide an acceptable log of teaching first aid within the last 3 years **or**
10. Provide an acceptable record of competently teaching theoretical and practical first aid sessions under the supervision of a suitably qualified assessor

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- suitable number of resuscitation manikins (one manikin per four learners)
- suitable manikin disinfectant wipes
- suitable number of AED training devices (one unit per four learners)
- suitable number of manufactured tourniquets (one per four learners)
- examples of various haemostatic agents
- suitable equipment to demonstrate the use of tourniquets and the use of haemostatic agents
- a range of outdoor equipment and clothing
- sufficient number of roll mats and survival bags (one of each per 2 learners)
- first aid kits containing a range of equipment including dressings and bandages as appropriate for the work environment

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- a range of adrenaline auto injector training devices which anaphylaxis is assessed
- other first aid equipment as appropriate for the individual setting

N.B Manikins should be of the appropriate age group, i.e infant and child for paediatric, adult for HSE related first aid courses.

### Learning environment

Some virtual and e-learning is acceptable, please see each qualification specification for details. All practical assessments must take place in the physical presence of the assessor. Face-to face teaching should be completed in a learning environment that meets the following requirements:

These courses are primarily delivered in an outdoor setting. However, settings should still provide suitable facilities to protect learners from the elements and to provide suitable welfare facilities.

# First Aid (Sport) Qualifications

The requirements below are applicable to the following qualification:

- QNUK Level 2 Award in Emergency First aid for Sport (RQF) 603/2899/X

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable first aid or medical qualification (type 1) appendix 4, **and**
2. Hold a teaching qualification as listed in appendix 1, **and**
3. Hold an assessing qualification (type 1) as listed in appendix 1, **and**
4. Show current evidence of continuing professional development in teaching, assessment and the subject matter. **and**
5. Show evidence of current CPD in relation to Head injuries and safeguarding in a sporting environment.
6. Provide an acceptable log of teaching first aid within the last 3 years **or**
7. Provide an acceptable record of competently teaching theoretical and practical first aid sessions under the supervision of a suitably qualified assessor

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- suitable number of resuscitation manikins (one manikin per four learners)
- suitable manikin disinfectant wipes
- suitable number of AED training devices (one unit per four learners)
- first aid kits containing a range of equipment including dressings and bandages as appropriate for the work environment
- a range of adrenaline auto injector training devices which anaphylaxis is assessed
- other first aid equipment as appropriate for the individual setting

N.B Manikins should be of the appropriate age group, i.e infant and child for paediatric, adult for HSE related first aid courses.

## Learning environment

Some virtual and e-learning is acceptable, please see each qualification specification for details. All practical assessments must take place in the physical presence of the assessor. Face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature

## Delivery Resource Requirements

- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Food Safety Qualifications (Basic)

The requirements below are applicable to the following qualifications:

- QNUK Level 1 Award in Food Safety Catering (RQF) 603/5372/7
- QNUK Level 1 Award in Food Safety for Manufacturing (RQF) 603/5370/3
- QNUK Level 1 Award in Food Safety for Retail (RQF) 603/5371/5
- QNUK Level 2 Award in Food Allergen Awareness in Catering (RQF) 603/5375/2
- QNUK Level 2 Award in Food Safety for Catering (RQF) 603/0816/3
- QNUK Level 2 Award in Food Safety for Manufacturing (RQF) 603/0814/X
- QNUK Level 2 Award in Food Safety for Retail (RQF) 603/0815/1
- QNUK Level 2 Award in Food Safety for Catering (Refresher) (RQF) 603/5373/9
- QNUK Level 2 Award in Food Safety for Manufacturing (Refresher) (RQF) 603/5374/0

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a food safety related qualification (type 1) as listed in appendix 5, **and**
2. Hold a teaching qualification as listed in appendix 1, **and**
3. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to the subject being assessed

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Food Safety Qualifications (Intermediate)

The requirements below are applicable to the following qualifications:

- QNUK Level 3 Award in Food Safety Supervision for Catering (RQF) 603/1022/4
- QNUK Level 3 Award in Food Safety Supervision for Manufacturing (RQF) 603/1023/6
- QNUK Level 3 Award in Food Safety Supervision for Retail (RQF) 603/1024/8#
- QNUK Level 3 Award in HACCP for Food Manufacturing (RQF) 603/5377/6

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a food safety related qualification (type 2) as listed in appendix 5, **and**
2. Hold a teaching qualification as listed in appendix 1, **and**
3. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

For those looking to offer the QNUK Level 3 Award in HACCP for Food Manufacturing (RQF), there is an additional requirement of:

- Hold a Level 3 HACCP qualification, **or**
- Have a minimum of 6 months work experience as a HACCP auditor, **or**
- Be a qualified ISO 22000 auditor

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements. They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to the subject being assessed

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities



# Forest School Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 1 Award in Forest School Ethos and Principles (RQF) 603/7785/9
- QNUK Level 2 Award for Forest School Assistants (RQF) 603/7786/0
- QNUK Level 3 Certificate for Forest School Leaders (RQF) 603/7784/7

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable level 3 Forest School leader qualification **and**
2. Have evidence of a minimum of 2 years, post qualification, leading a forest school with at least one long term (i.e. through the seasons) programme with a variety of client groups **and**
3. Hold a teaching qualification as listed in appendix 1, **and**
4. Hold an assessing qualification (type 1) as listed in appendix 1, **and**
5. Hold a first aid qualification of at least 16 hours in duration which includes an outdoor element **and**
6. Have professional and public liability insurance **and**
7. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements. They should also:

- Meet the qualification requirement for IQAs (type 2) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference materials
- resources related to subjects being assessed

The learners should have access to a forest school in order for them to be able to achieve the assessment criterion.

### Learning environment

The training venue should be suitable for learning and meet all relevant Health and Safety requirements, land owners permission should be gained. A suitable area for a fire must be available.

# Handling information Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Principles of Handling Information in Health and Social Care (RQF) 603/1025/X

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a Level 2 Diploma in Health and Social Care or higher; **or**
2. Be a registered HCPC Paramedic or nurse; **or**
3. Have occupational competence in a health and social care setting **and**
4. Hold a teaching qualification as listed in appendix 1, **and**
5. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to the subject being assessed

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Health and Safety (Basic) Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 1 Award in Health and Safety in the Workplace (RQF) 601/6566/2
- QNUK Level 1 Award in Health and Safety in a Construction Environment (RQF) 603/2620/7
- QNUK Level 2 Award in Health and Safety in the Workplace (RQF) 600/4261/8
- QNUK Level 2 Award in Health and Safety in Health and Social Care (RQF) 603/4887/2
- QNUK Level 2 Award in Principles of COSHH (RQF) 601/6568/6
- QNUK Level 2 Award in Principles of Workplace Risk Assessment (RQF) 603/0712/2

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable Health and Safety qualification (Type 1) listed in appendix 3, **and**
2. Hold a teaching qualification listed in appendix 1, **and**
3. Show current evidence of continuing professional development in delivering learning and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

# Health and Safety (intermediate) Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 3 Award in Health and Safety in the Workplace (RQF) 601/4244/3
- QNUK Level 3 Award in Workplace Risk Assessment (RQF) 603/0712/4

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable Health and Safety qualification (Type 2) listed in appendix 3, **and**
2. Hold a teaching qualification listed in appendix 1, **and**
3. Hold an assessing qualification (type 1) listed in appendix 1, **and**
4. Show current evidence of continuing professional development in delivering learning and the subject matter.

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

## Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

# Infection Control Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Principles of Infection Prevention and Control in Health and Social Care (RQF) 603/2639/6
- QNUK Level 2 Certificate in the Principles of the Prevention and Control of infection (Education settings) (RQF) 603/6404
- QNUK Level 2 Certificate in the Principles of the Prevention and Control of infection (Health and Social Care) (RQF) 603/6401/4
- QNUK Level 2 Certificate in the Principles of the Prevention and Control of infection (Hotels and Lodgings) (RQF) 603/6402/6
- QNUK Level 2 Certificate in the Principles of the Prevention and Control of infection (Leisure and Hospitality) (RQF) 603/6403/8

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a Degree or Dip HE in Nursing or Microbiology, **or**
2. Hold a pre-hospital qualification that includes an assessment related to the prevention and control of infection **or**
3. Hold the qualification they are assessing (or higher) and have suitable experience in infection prevention and control **and**
4. Hold a teaching qualification listed in appendix 1, **and**
5. Show current evidence of continuing professional development in delivering learning and the subject matter.

For the certificate programmes, assessors should hold an assessing qualification (type 2) listed in appendix 1

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements. They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

For the certificate programmes, IQAs should hold an IQAs (type 2) listed in appendix 2

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

# Ladder Safety Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in the Safe Use of Ladders and Stepladders (RQF) 603/5378/8

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable Health and Safety qualification (Type 1) listed in appendix 3, **or**
2. Hold a ladder safety instructor qualification from a recognised body such as the ladder association **and**
3. Hold a teaching qualification listed in appendix 1, **and**
4. Hold an assessing qualification (type 1) listed in appendix 1, **and**
5. Show current evidence of continuing professional development in delivering learning and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- at least one class 1 ladder (minimum extension height 1.93m)
- at least one class 1 step ladder (minimum 5 treads)
- at least one ladder or step ladder per group of 4 learners

We strongly suggest a range of ladders including telescopic, extension and combination ladders are available. Where possible examples of damaged ladders may be provided, however these must be labelled “not to be used”.

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

# Manual Handling (Objects) Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Principles of Manual Handling Work (RQF) 603/0708/0
- QNUK Level 2 Award in Manual Handling of Loads at Work (RQF) 603/0709/2

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable Health and Safety qualification (Type 1) listed in appendix 3, or
2. Hold a recognised manual handling trainer certificate e.g. ROSPA; **or**
3. Hold a Degree or Dip HE in Nursing, occupational health or other occupational qualification with manual handling as a key module **and**
4. Hold a teaching qualification listed in appendix 1, **and**
5. Hold an assessing qualification (type 1) listed in appendix 1 **and**
6. Show current evidence of continuing professional development in delivering learning and the subject matter.

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

For practical sessions, the following should also be available:

- A range of common objects to be handled, for example:
  - Sack barrow
  - Trolley
  - Wheel barrow
  - Pallet truck
  - Hoist
- An environment that includes:
  - A door that can be closed and opened by learners
  - Stairs (minimum of 3)
  - 90° turn



### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Manual Handling (Risk Assessment) Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 3 Award in Manual Handling Risk Assessment (RQF) 603/2070/6

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable Health and Safety qualification (Type 2) listed in appendix 3, **and**
2. Have undertaken additional recognised training in undertaking manual handling risk assessments, for example from the Health and Safety Laboratories (HSL) **and**
3. Hold a teaching qualification listed in appendix 1, **and**
4. Hold an assessing qualification (type 1) listed in appendix 1, **and**
5. Show current evidence of continuing professional development in delivering learning and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 2) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed, for example handling aids
- Copies of a suitable manual handling risk assessment templates for learner familiarisation

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Medical Gases Qualifications

The requirements below are applicable to the following qualification:

- QNUK Level 3 Award in Administration of Emergency Medical Gases (RQF) 603/2077/1

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable medical qualification (type 2) appendix 4, **and**
2. Have evidence of CPD related to the administration of medical gases, **and**
3. Hold a teaching qualification as listed in appendix 1, **and**
4. Hold an assessing qualification (type 1) as listed in appendix 1, **and**
5. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- Resuscitation manikins – 1 per 4 candidates
- Resuscitation cleaning materials, for example manikin wipes
- AED training units - 1 per 4 candidates
- A range of Oximeters, 1 oximeter per 4 candidates
- Oxygen cylinder – 1 per 4 candidates. CD and/or D sized
- Range of oxygen delivery devices (1 per 4 learners) including:
  - 100% mask,
  - 28% mask,
  - simple face mask
  - nasal cannulae
  - bag valve mask
  - pocket mask with oxygen port
- Entonox Cylinder and associated equipment - 1 per 4 learners
- Template reporting documentation.

### Learning environment

Some virtual and e-learning is acceptable, please see each qualification specification for details. All practical assessments must take place in the physical presence of the assessor. Face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Medication Administration Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Principles of Safe Administration of Medication in Health and Social Care (RQF) 603/3612/2
- QNUK Level 2 Certificate in Understanding the Safe handling of Medication in Health and social Care (RQF)

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a Degree or Dip HE in Nursing or Pharmacology, **or**
2. Hold a pre-hospital qualification that includes an assessment related to the safe handling and administration of medication **or**
3. Hold the qualification they are assessing (or higher) and have suitable experience in handling medications in a health and social care setting **and**
4. Hold a teaching qualification listed in appendix 1, **and**
5. Show current evidence of continuing professional development in delivering learning and the subject matter.

For the certificate programmes, assessors should hold an assessing qualification (type 2) listed in appendix 1

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements. They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

For the certificate programmes, IQAs should hold an IQAs (type 2) listed in appendix 2

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Mental Health Qualifications

The requirements below are applicable to the following qualification:

1. QNUK Level 1 Award in Mental Health Awareness (RQF) 603/4547/0
2. QNUK Level 2 Award in Mental Health at Work (RQF) 603/4548/2
3. QNUK Level 2 Award in Awareness of Young Peoples Mental Health (RQF) 603/6173/6
4. QNUK Level 2 Certificate in Awareness of Mental Health Conditions (RQF) 603/6171/2
5. QNUK Level 2 Certificate in Understanding Children and Young People's Mental Health (RQF) 603/6172/4
6. QNUK Level 3 Award in Mental Health at Work (RQF) 603/4549/4

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a higher education qualification in Psychology or in Mental Health Nursing **or**
2. Hold a regulated Level 2 Certificate in a mental health **or**
3. Hold a Level 3 Award in a Mental Health related subject **and**
4. Hold a teaching qualification listed in appendix 1, **and**
5. Hold an assessing qualification (type 1) as listed in Appendix 1 and
6. Show current evidence of continuing professional development in delivering learning and the subject matter.

For the certificate programmes, assessors should hold an assessing qualification (type 2) listed in appendix 1. If assessors only hold a level 3 award in a mental health subject they should be able to show how they have developed their knowledge, for example by having delivered at least 5 level 3 awards courses in mental health.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements. They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

For the certificate programmes, IQAs should hold an IQAs (type 2) listed in appendix 2

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Moving and Handling Qualifications

The requirements below are applicable to the following qualifications:

1. QNUK Level 2 Award in Moving and Handling People Safely (RQF) 603/4153/1
2. QNUK Level 3 Award for Moving and Handling Trainers (Emergency Services) (RQF) 603/2076/X
3. QNUK Level 3 Award for Moving and Handling Trainers (Health & Social Care) (RQF) 603/2075/8

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Be a registered nurse, HCPC registered Paramedic, physiotherapist or occupational therapist, **or**
2. Hold a regulated level 3 Qualification in moving and handling people that includes an understanding of legislation as well as practical activities, **and**
3. Have extensive documented experience with moving and handling of people **and**
4. Hold a teaching qualification at level 4 or above, excluding PTLLS, **and**
5. Hold an assessing qualification (type 1) as listed in Appendix 1 **and**
6. Show current evidence of continuing professional development in delivering learning and the subject matter.

For those offering the level 2 qualification, the teaching requirement (4) can be met by holding a teaching qualification as listed in appendix 1

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 2) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

For the Emergency Services qualification centres should have access to the following equipment:

- Stable chair
- Handling belts
- Profiling bed
- Slide sheets
- Pillows
- PAT slide
- Patient trolley
- Carry chair
- Wheelchair
- Ramped areas
- Long board



- Scoop stretcher
- Lifting cushion
- Carry sheet

For the health and social care qualification, and the level 2 award, centres should have access to the following equipment

- Stable chair
- Handling belts
- Profiling bed
- Hoist
- Slide sheets
- Pillows
- PAT slide
- Wheelchair
- Standing aid
- Walking frame
- Ramped areas
- Carry sheet

All relevant equipment should be subject to appropriate maintenance and testing.

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to-face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Oxygen Administration Qualifications

The requirements below are applicable to the following qualification:

- QNUK Level 3 Award in Administration of Emergency Oxygen (RQF) 603/2077/1

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable medical qualification (type 1) appendix 4, **and**
2. Have evidence of CPD related to the administration of medical oxygen, **and**
3. Hold a teaching qualification as listed in appendix 1, **and**
4. Hold an assessing qualification (type 1) as listed in appendix 1, **and**
5. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements. They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- Resuscitation manikins – 1 per 4 candidates
- Resuscitation cleaning materials, for example manikin wipes
- AED training units - 1 per 4 candidates
- A range of Oximeters, 1 oximeter per 4 candidates
- Oxygen cylinder – 1 per 4 candidates. CD and/or D sized
- Range of oxygen delivery devices (1 per 4 learners) including:
  - 100% mask,
  - 28% mask,
  - simple face mask
  - nasal cannulae
  - bag valve mask
  - pocket mask with oxygen port
- Template reporting documentation.

### Learning environment

Some virtual and e-learning is acceptable, please see each qualification specification for details. All practical assessments must take place in the physical presence of the assessor. Face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

# Personal Licence Holders Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award for Personal Licence Holders (RQF) 603/2619/0

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a Level 2 Award for Personal Licence holders, **or**
2. Hold a Level 3 Award for Designated Premises Supervisors **and**
3. Hold a teaching qualification as listed in appendix 1, **and**
4. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to the subject being assessed

## Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

### Pre-Hospital Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 3 Award for First Responders (RQF) 603/3961/5
- QNUK Level 3 Award for the First Person on scene (International) (RQF) 603/6688/6

#### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable medical qualification (type 3) appendix 4, **and**
2. Have evidence of 100 hours of operational experience in a pre-hospital setting, **and**
3. Hold a teaching qualification as listed in appendix 1, **and**
4. Hold an assessing qualification (type 1) as listed in appendix 1, **and**
5. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

#### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

#### Resource requirements

Each centre offering this qualification should ensure the following are available:

- Adult CPR Manikins (1 per 4 learners)
- CPR infant manikins (1 per 4 learners)
- AED trainers (1 per 4 learners)
- AED associated equipment- training pads, razors, towels etc
- Manikin wipes
- Suction device (1 per 4 learners) (L3fFR only)
- Airway management trainer (must be able to insert correctly OP and NP airways) one per 4 learners
- Airway management equipment - selection of OP airways and NP airways
- Selection of trauma dressings and bandages
- Examples of haemostatic agents
- Selection of manufactured tourniquets
- Adrenaline auto injector pens
- Range of burn dressings
- Scenario based training equipment including wounds, crash helmets etc

### Learning environment

Some virtual and e-learning is acceptable, please see each qualification specification for details. All practical assessments must take place in the physical presence of the assessor. Face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

# Preventing Violence Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Preventing Violence in the Workplace (RQF) 603/0562/9

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable Health and Safety qualification (Type 1) listed in appendix 3, **or**
2. Hold a regulated conflict management qualification, **and**
3. Hold a teaching qualification listed in appendix 1, **and**
4. Show current evidence of continuing professional development in delivering learning and the subject matter.

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

## Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Quality Assurance Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 4 Award in Understanding the Internal Quality Assurance of Assessment Processes and Practice (RQF) 601/6009/3
- QNUK Level 4 Award in Understanding the External Quality Assurance of Assessment Processes and Practice (RQF) 601/6013/5
- QNUK Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (RQF) 601/6011/1
- QNUK Level 4 Award in the External Quality Assurance of Assessment Processes and Practice (RQF) 601/6014/7
- QNUK Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice (RQF) 601/6012/3
- QNUK Level 4 Certificate in Leading the External Quality Assurance of Assessment Processes and Practice (RQF) 601/6016/0

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold an assessing qualification (type 2) as listed in appendix 1, **and**
2. Hold the qualification they are assessing (or a recognised equivalent) **and**
3. Have documented evidence of having worked as an internal or external quality assurer for a minimum of two assessors, **and**
4. Have up-to-date working knowledge and experience of best practice in assessment and quality assurance;
5. Show current evidence of continuing professional development in delivering learning and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Hold a suitable IQA qualification (type 2) listed in appendix 2 and
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed



### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face assessing should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Safeguarding Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Safeguarding Adults in Health and Social Care (RQF) 603/1398/5
- QNUK Level 2 Award in Safeguarding and Protecting Children and Young People (RQF) 601/7305/1
- QNUK Level 2 Award in Understanding County Lines (RQF) 603/5379/X \*

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a Certificate or Diploma in health and social care; **or**
2. Have Occupational experience as a Designated safeguarding officer or similar; **or**
3. Hold a recognised social work qualification; **or**
4. Hold a Level 2 Safeguarding qualification; **or**
5. Have attended a Recognised safeguarding train the trainer course, **and**
6. Hold a teaching qualification listed in appendix 1, **and**
7. Show current evidence of continuing professional development in delivering learning and the subject matter. At least 10 hours of documented CPD should be provided for those wanting to offer the county lines qualification.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements. They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Security Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Behavioural Detection Analysis (RQF)
- QNUK Level 2 Award in Vehicle Searching (RQF) 603/5158/5
- QNUK Level 3 Award in Retail Loss Prevention (RQF) 603/6906/1

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

8. Hold a suitable level 3 qualification in a security related subject area. **and**
9. Have evidence of 3 years occupational experience in the past 10 years in the subject to be delivered, **and**
10. Hold a teaching qualification as listed in appendix 1, **and**
11. Hold an assessing qualification (type 2) as listed in appendix 1, **and**
12. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements. They should also:

- Meet the qualification requirement for IQAs (type 2) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

For the vehicle searching qualification centres should also have the following available:

- A vehicle (car or goods)
- Centre is to ensure they are adequately insured to perform such activities
- A selection of vehicle searching tools i.e. mirrors, mats, flexicam/endoscope, torches
- Gloves and PPE (High visibility vests/jackets)
- Learners are required to access to suitable clothing to perform vehicle searching

### Learning environment

Some virtual and e-learning is acceptable, please see each qualification specification for details. All practical assessments must take place in the physical presence of the assessor. Face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Security Management Qualifications

- QNUK Level 3 Award in Security Management (RQF) 603/5129/9
- QNUK Level 3 Award in Understanding Security Management 603/5839/7
- QNUK Level 4 Certificate in Security Management (Organisational) 603/7688/0
- QNUK Level 5 Certificate in Security Management (RQF) 603/7313/1

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold a suitable security management, risk and security management, Business Continuity or similar; qualification at the same level (or above) as the qualification to be delivered **and**
2. Have evidence of 3 years occupational experience in the past 10 years in the subject to be delivered, **and**
3. Hold a teaching qualification as listed in appendix 1, **and**
4. Hold an assessing qualification (type 2) as listed in appendix 1, **and**
5. Show current evidence of continuing professional development in teaching, assessment and the subject matter.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements. They should also:

- Meet the qualification requirement for IQAs (type 2) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed

For the vehicle searching qualification centres should also have the following available:

- A vehicle (car or goods)
- Centre is to ensure they are adequately insured to perform such activities
- A selection of vehicle searching tools i.e. mirrors, mats, flexicam/endoscope, torches
- Gloves and PPE (High visibility vests/jackets)
- Learners are required to access to suitable clothing to perform vehicle searching

### Learning environment

Some virtual and e-learning is acceptable, please see each qualification specification for details. All practical assessments must take place in the physical presence of the assessor. Face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## Security SIA Licence linked Qualifications

- QNUK Level 2 Award for CCTV Operators (Public Space Surveillance) in the Private Security Industry (RQF) 603/7303/9
- QNUK Level 2 Award for Door Supervisors in the Private Security Industry (RQF) 603/7302/7
- QNUK Level 2 Award for Security Officers in the Private Security Industry (RQF) 603/7301/5
- QNUK Level 3 Certificate for Working as a Close Protection Operative within the Private Security Industry (RQF) 603/6805/6
- QNUK Level 2 Award for Door Supervisors in the Private Security Industry (Top up) (RQF) 603/7305/2
- QNUK Level 2 Award for Security Officers in the Private Security Industry (Top up) (RQF) 603/7304/0

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Have 2 years frontline operational experience within the past 5 years (new trainers only), **and**
2. Hold a teaching qualification listed in appendix 1, **and**
3. Hold an assessor qualification (type 1) listed in appendix 1 and
4. Have verifiable evidence of sector competence as listed in appendix
5. Show current evidence of continuing professional development in delivering learning and the subject matter. At least 40 hours of documented CPD should be provided. This should include an SIA endorsed counter terrorism programme.

Existing trainers must have 3 years demonstrable occupational competence within the past 10 years and provide a log of the SIA licence linked courses that they have taught in the past 3 years.

For those delivering physical intervention skills the following are also required:

1. Hold a suitable Level 3 qualification in conflict management training **and**
2. Hold a Level 3 Award for Deliverers of Physical Intervention Training in the Private Security Industry (QCF/RQF); **and**

3. a current certificate (updated annually) from an approved Level 3 programme provider which details that the trainer is authorised to deliver the skills in the approved Level 2 physical intervention programme. The trainer is responsible for submitting this to the training provider/centre every year for the awarding organisations to check

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed
- Other resources as outlined in [SIA Documentation](#)

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities
- Other requirements as outlined in [SIA Documentation](#)

# Spectator Safety Qualifications

The requirements below are applicable to the following qualifications:

- QNUK Level 2 Award in Understanding Spectator Safety at Events (RQF) 603/6065/3
- QNUK Level 2 Certificate in Spectator Safety (RQF) 603/6381/2
- QNUK Level 3 Certificate in Spectator Safety Supervision (RQF) 603/6397/6
- QNUK Level 3 Extended Certificate in Spectator Safety Supervision (RQF) 603/6399/X
- QNUK Level 4 Diploma in Spectator Safety Management (RQF) 603/6864/0

## Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Hold the Level 3 Certificate in Spectator Safety or an equivalent qualification; **and**
2. Have a minimum of 3 years' experience working in the industry, including sufficient operational experience within the Spectator Safety sector that can be evidenced, is relevant and current to the sector; such experience could be gained in the following roles:
  - a. Venue manager
  - b. Event manager
  - c. Senior Steward
  - d. Safety Officer
  - e. Other professionals at the event, including emergency services personnel and statutory bodies;**and**
3. Have in-depth technical knowledge of the qualification they will be teaching/assessing; **and**
4. Relevant CPD in the subject / sector area; **and**
5. Hold an assessor qualification (type 2) listed in appendix 1 and
6. Show current evidence of continuing professional development in delivering learning and the subject matter.

## IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 2) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

## Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to subjects being assessed



### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities
- Other requirements as outlined in [SIA Documentation](#)

## The ATACC Group Qualifications (First aid)

The requirements below are applicable to the following qualifications:

1. QNUK Level 3 Award in First Aid Trauma and Casualty Care – Emergency (FTACC-E) 603/7202/3
2. QNUK Level 3 Award in First Aid Trauma and Casualty Care (RQF) 603/7034/8

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Be a registered HCPC Paramedic, NMC registered Nurse, GMC registered Doctor with prehospital care experience **and**
2. Have attended a 1-day TAG/QNUK improving and maintaining standards event every 3 years to remain approved as a Trainer/Assessor **or**
3. Have attended a two day The ATACC Group (TAG) qualification orientation and assessment course **and**
4. Hold either the
  - QNUK Level 3 Award in First Aid Trauma and Casualty Care (FTACC) (RQF) **or**
  - The QNUK Level 3 Award in Rescue Trauma and Casualty Care (RTACC) **and**
5. Hold a teaching qualification as listed in appendix 1, **and**
6. Hold an assessing qualification (type 1) listed in appendix 1 **and**
7. Show current evidence of continuing professional development in teaching, assessment and the subject matter. This includes an annual refresher of the RTACC qualification with the ATACC Group.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 2) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

Each centre offering this qualification should ensure the following are available:

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- resources related to the subject being assessed
- A minimum ratio of 1 manikin and AED training device to every 4 Learners.
  - Note: Manikins must be suitable for facilitating the jaw thrust manoeuvre.
- Safety gloves to facilitate training and assessment.
- Sufficient procedures to maintain hygiene when using cardiopulmonary resuscitation manikins and other training equipment.
- Provide anti-choking vest or suitable choking manikin to facilitate training and assessment of treatment for severe choking.
- Provide a minimum of 1 cavity wound and dressing (ideally Z folded) to facilitate training and assessment of packing a cavity wound.
- Provide a minimum of 6 tourniquet pack to facilitate training and assessment of:
  - Improvised tourniquet (2 x triangular bandages and trauma shears)
  - Manufactured tourniquet (ideally C-A-T tourniquet or similar)
- Tourniquet pack to include:

- Replica arm or leg
- Manufactured tourniquet (C-A-T tourniquet or similar)
- Triangular bandage (2 x triangular bandages)
- Improvised windlass (trauma shears or similar)
- Sufficient clean bandages, dressings and other first aid consumables found in a comprehensive first aid kit to facilitate training and assessment

For the full FTACC additional equipment includes:

- At least 1 of each of the following training devices to facilitate training and assessment of anaphylaxis:
  - EpiPen
  - Jext
  - Emerade
- The following training devices to facilitate the training of asthma:
  - Reliever inhaler
  - Spacer device

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

## The ATACC Group Qualifications (Trauma)

The requirements below are applicable to the following qualifications:

1. QNUK Level 3 Award in Basic Trauma and Casualty Care (BTACC) 603/7208/4
2. QNUK Level 3 Award in Rescue Trauma and Casualty Care (RQF) 603/6687/4

### Trainer/assessor requirements

All those who deliver and assess these qualifications must:

1. Be a registered HCPC Paramedic, NMC registered Nurse, GMC registered Doctor with prehospital care experience **and**
2. Have attended a 1-day TAG/QNUK improving and maintaining standards event every 3 years to remain approved as a Trainer/Assessor **or**
3. Have attended a two day The ATACC Group (TAG) qualification orientation and assessment course **and**
4. Hold the QNUK Level 3 Award in **Rescue** Trauma and Casualty Care (RQF) **and**
5. Hold a teaching qualification as listed in appendix 1, **and**
6. Hold an assessing qualification (type 1) listed in appendix 1 **and**
7. Show current evidence of continuing professional development in teaching, assessment and the subject matter. this includes attendance at an annual refresher of the RTACC with the ATACC group.

### IQA requirements

Each centre must have access to a suitably qualified IQA. The IQA cannot verify the delivery or assessment of individual learners or cohorts of learners where the IQA has been involved in the delivery or assessment of the qualification for those learners.

Internal quality assurers should meet the above trainer/ assessor requirements.

They should also:

- Meet the qualification requirement for IQAs (type 2) listed in appendix 2 **and**
- Show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

### Resource requirements

For the **BTACC qualification** centres should have the following

- Sufficient AV equipment and training aids to facilitate learning using varying teaching methods.
- high fidelity manikins and/or actors in all scenarios to simulate realism.
- A copy of the BTACC manual for each learner
- Immediate/Advanced Life Support manikins (must be suitable to demonstrate airway manoeuvres and accept oropharyngeal (OPA) and nasopharyngeal (NPA). 1 manikin to every 6 candidates. **Or**
- CPR Adult manikins, child manikins and infant manikins **and**
- Airway manikins (must be suitable to demonstrate airway manoeuvres and accept oropharyngeal and nasopharyngeal).

Continued overleaf

### Also

- AED or defibrillator trainer
- Full set of OPA (sizes 2 to 4)
- Full set of NPA (sizes 6 to 8)
- Manual suction device
- Oxygen cylinder
- Adult B-V-M
- Adult non-rebreather masks
- Nasal cannulae
- SpO2 monitor
- Various types of prehospital immobilisation devices:
  - Cervical collar
  - Pelvic splint
- Various types of current spinal immobilisation device:
  - Orthopaedic stretcher and accessories
  - Extrication long board and accessories
  - A variety of manufactured non-occlusive and occlusive chest dressings.
  - A variety of manufactured tourniquets and haemostatic agents.
  - Sufficient trauma bandages: various sizes and types, including triangular bandages and crepe bandages.
  - A malleable splint (Aluminium/foam)
  - Sufficient burns treatment kit including cling film, hand/feet bags and facial burns dressing.
  - A head torch.
  - A pen torch.
  - A variety of blankets: various sizes and types, including cellular and foil.
  - Clinical waste bags
  - Eye wash pods.
  - First aid dressings.
  - Ambulance dressings.
- Gauze for wound packing and wound cleaning
- A variety of non-re-breather masks, pocket masks and bag valve masks

It is recommended RTACC providers have protective gloves, head and eye protection and suitable clothing to perform the role

For the **RTACC qualification** centres should have the following

- Sufficient AV equipment and training aids to facilitate learning using varying teaching methods.
- high fidelity manikins and/or actors in all scenarios to simulate realism.
- A copy of the RTACC manual for each learner
- Immediate/Advanced Life Support manikins (must be suitable to demonstrate airway manoeuvres and accept oropharyngeal (OPA), nasopharyngeal (NPA) and supraglottic airways). 1 manikin to every 6 candidates. **Or**
- CPR Adult manikins, child manikins and infant manikins **and**
- Airway manikins (must be suitable to demonstrate airway manoeuvres and accept oropharyngeal, nasopharyngeal and supraglottic airways).

### Also

- AED or defibrillator trainer
- Full set of OPA (sizes 00 to 4)
- Full set of NPA (sizes 6 to 8)
- Full set of i-gel (sizes 1 to 5)
- Manual suction device

## Delivery Resource Requirements

- Oxygen cylinder
- Adult B-V-M
- Filter
- Catheter mount
- Tape
- Adult non-rebreather masks
- Paediatric bag-valve-mask
- Paediatric non-rebreather masks
- Nasal cannulae
- SpO2 monitor
- Pentrox trainer (if applicable)
- Various types of prehospital immobilisation devices:
  - Cervical collar
  - Pelvic splint (mandatory)
  - Traction splint (optional)
  - Vacuum splints or box splints (optional)
- Various types of current spinal immobilisation device:
- Orthopaedic stretcher and accessories (mandatory)
- Extrication long board and accessories (mandatory)
- Kendrick extrication device (optional)
- Vacuum mattress stretcher (optional)
- A variety of manufactured non-occlusive and occlusive chest dressings
- A variety of manufactured tourniquets and haemostatic agents
- Sufficient trauma bandages: various sizes and types, including triangular bandages and crepe bandages
- A malleable splint (Aluminium/foam)
- Sufficient burns treatment kit including cling film, hand/feet bags and facial burns dressing
- A head torch
- A pen torch
- A variety of blankets: various sizes and types, including cellular and foil
- Clinical waste bags
- Eye wash pods
- First aid dressings
- Ambulance dressings
- Gauze for wound packing and wound cleaning
- A variety of non-re-breather masks, pocket masks and bag valve masks
- It is recommended RTACC providers have protective gloves, head and eye protection and suitable clothing to perform the role

### Learning environment

Theory units may be completed using a suitable VLE. However, face-to face teaching should be completed in a learning environment that meets the following requirements:

The learning environment should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m<sup>3</sup> per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

For these qualifications some learning and assessment should be undertaken outside.

## Appendix 1 Teaching and assessing requirements

Qualification title	Teach	Assess Type 1	Assess Type 2
A1 (D32/33) – Assess candidates using a range of methods	No	Yes	Yes
A2 (D32) – Assess candidates’ performance through observation	No	Yes	Yes
Award in Assessing Competence in the Work Environment	No	Yes	Yes
Award in Assessing Vocationally Related Achievement	No	Yes	Yes
Award in Education and Training (Level 3)	Yes	Yes	No
Award in Understanding the Principles and Practices of Assessment	No	Yes	No
Batchelor of Education (B Ed)	Yes	Yes	No
Certificate in Assessing Vocationally related Achievement (CAVA)	No	Yes	Yes
Certificate in Education (Cert Ed)	Yes	Yes	No
Certificate in Education and Training (Level 4 CET)	Yes	Yes	Yes
Certificate in teaching adult learners (7307 stage 1)	Yes	No	No
Certificate in teaching adult learners (7307 stage 1 and 2)	Yes	Yes	No
Certificate in Teaching in the Lifelong Learning Sector (CTLIS) (7304)	Yes	Yes	No
CIPD certificate in Training Practice (CTP)	Yes	Yes	No
Diploma in Education and Training (Level 4 DET)	Yes	Yes	No
Diploma in Teaching in the Lifelong Learning Sector (DTLLS) (7305)	Yes	Yes	No
English National Board 998	Yes	Yes	No
Further and Adult Education Teacher’s Certificate	Yes	Yes	No
IHCD Instructional Methods	Yes	Yes	No
IHCD Instructor Certificate	Yes	Yes	No
Learning and Development Unit 9D – Assess workplace competence using direct and indirect methods	No	Yes	Yes
Learning and Development Unit 9D1 – Assess workplace competence using direct and indirect methods	No	Yes	Yes
Nursing mentorship qualifications	Yes	Yes	No
PTLLS (6 credit) (7303)	Yes	No	No
PTLLS (12 credit)	Yes	Yes	No
Masters in Education (M Ed)	Yes	Yes	No
NVQ/SNVQ Level 3 In Learning/Training and development	Yes	Yes	No
NVQ/SNVQ Level 4 In Learning/Training and development	Yes	Yes	No
Awarding Organisation one day Assessor/IQA CPD	No	Yes	No

## Appendix 2 IQA qualifications

Qualification title	Type 1	Type 2
Be working towards a regulated IQA Qualification	Yes	No
Have completed an assessor/ IQA CPD event from an Awarding Organisation	Yes	No
Level 4 Award in Understanding Internal Quality Assurance of Assessment Processes and Practice (QCF/RQF)	Yes	No
Level 4 Award in Internal Quality Assurance of Assessment Processes and Practice (QCF/RQF)	Yes	Yes
Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice (QCF/RQF)	Yes	Yes
V1 Conduct internal quality assurance of the assessment process	Yes	Yes
D34 Internally verify the assessment process	Yes	Yes

## Appendix 3 Health and Safety Qualifications

Qualification title	Type 1	Type 2
IOSH Managing Safely	Yes	No
Regulated Level 3 Award in Health and Safety in the workplace (QCF/RQF)	Yes	No
Regulated Level 4 Award in Health and Safety in the workplace (QCF/RQF)	Yes	Yes
Regulated Level 3 Certificate in Occupational Health and Safety (QCF/RQF)	Yes	Yes
NEBOSH General Certificate	Yes	Yes
Level 5/6 Qualification in Occupational Health and Safety	Yes	Yes



## Appendix 4 First aid and Medical

Qualification title	Type 1	Type 2	Type 3
A current Level 3 Award in First Aid at Work	Yes	No	No
Current registration as a Doctor with the General Medical Council (GMC) <sup>2</sup>	Yes	Yes	Yes
Current registration as a Nurse with the Nursing and Midwifery Council (NMC)	Yes	Yes	Yes
Current registration as a Paramedic with the Health and Care Professions Council (HCPC)	Yes	Yes	Yes
IQL Level 2 Award in Pool Lifeguarding, Intervention, Supervision and Rescue	Yes	No	No
St John Ambulance First Aid at Work Certificate	Yes	No	No
St Andrew's Ambulance First Aid at Work Certificate	Yes	No	No
British Red Cross First Aid at Work Certificate	Yes	No	No
QA Level 3 Certificate in First Response Emergency Care (RQF)	Yes	No	No
QA Level 3 Diploma in Ambulance Emergency and Urgent Care Support (RQF)	Yes	Yes	Yes
QA Level 4 Certificate in First Response Emergency Care (RQF)	Yes	Yes	Yes
QA Level 5 Diploma in First Response Emergency and Urgent Care (RQF)	Yes	Yes	Yes
FAQ Level 3 Award for First Responders on Scene: Emergency First Responder	Yes	No	No
FAQ Level 3 Award for First Responders on Scene: Ambulance Service Community Responder	Yes	No	No
FAQ Level 3 Award for First Responders on Scene: Ambulance Service Co-Responder	Yes	No	No
FAQ Level 3 Award in Immediate Emergency Care: Fire and Rescue	Yes	No	No
FAQ Level 3 Certificate for First Responders on Scene	Yes	No	No
FAQ Level 3 Diploma in Ambulance Emergency and Urgent Care Support (RQF)	Yes	Yes	Yes
FAQ Level 4 Diploma for Associate Ambulance Practitioners	Yes	Yes	Yes
QNUK Level 3 Award for First Responders (RQF)	Yes	Yes	No
QNUK Level 3 Award for the First Person on Scene (International) (RQF)	Yes	No	No
QNUK Level 3 Award in First Aid Trauma and Casualty Care (FTQCC) (RQF)	Yes	No	No
QNUK Level 3 Award in Rescue Trauma and Casualty Care (RTACC) (RQF)	Yes	Yes	Yes
Pearson BTEC Level 3 Certificate for First Person on Scene	Yes	Yes	No
Pearson BTEC Level 4 Certificate for First Person on Scene	Yes	Yes	Yes
Pearson BTEC Level 4 Extended Certificate for First Person on Scene	Yes	Yes	Yes
Highfield Level 3 Award in First Aid Response (RQF)	Yes	No	No
Highfield Level 3 Award in Emergency Care for First Responders (RQF)	Yes	No	No
TQUK Level 3 Award for Initial Person on the Scene of an Incident (RQF)	Yes	No	No

### Appendix 5 Food Safety Qualifications

Qualification title	Type 1	Type 2
Hold a Degree or DipHE in a related subject such as: a. Food Science b. Environmental Health c. Home Economics	Yes	Yes
Hold a HNC/D in a related subject such as: a. Food Science b. Environmental Health c. Home Economics	Yes	Yes
Hold a Level 4 regulated qualification in Food Safety	Yes	Yes
Hold a Level 3 regulated qualification in Food Safety	Yes	No
Hold a Graduate Diploma in Food Science and Technology of the Institute of Food Science and Technology	Yes	Yes

### Appendix 6 SIA Qualifications

Qualification title
membership of the Security Institute (Minimum MSyI)
a written reference from a previous employer or training organisation
a telephone reference from a previous employer or training organisation
a Security sector certifiable award or distinction
a Security sector degree or higher education certificate
evidence of holding an SIA licence for a period of at least 1 renewal