

Teacher/Trainer Notes

Part 5: Working Life

Module 20: Health and safety in the workplace

Duration

Estimated time for learners to complete module is approximately 60 minutes, but may vary depending on the group you are working with.

The presentation takes 60 minutes including tasks and activities.

Aims

- To learn about the health and safety responsibilities of an employer
- To learn about the health and safety responsibilities of an employee
- To understand the different terms used in health and safety
- To learn about basic health and safety procedures in the workplace

Learning intention

- I will learn about the health and safety responsibilities of an employer
- I will learn about the health and safety responsibilities of an employee
- I will understand the different terms used in health and safety
- I will learn about basic health and safety procedures in the workplace

Success criteria

- I can understand the health and safety responsibilities of an employer
- I can understand the health and safety responsibilities of an employee
- I can understand the different terms used in health and safety
- I can understand basic health and safety procedures in the workplace

Resources

- Students on iPads/tablets or ICT suite with internet access
- Smartboard if using PowerPoint presentation alongside module
- Planit website – www.planitplus.net
- The following resources available on Planit – JSS Module 20: Health and safety in the workplace, Health and safety in the workplace PowerPoint presentation and access to the activities on Planit

Preparation

- Open the [Job Seeking Skills/Part 5/Module 20](http://www.planitplus.net/JobSeekingSkills/Part5/Module20) section on www.planitplus.net
- Familiarise yourself with the content and activities
- Open the [Health and safety in the workplace PowerPoint](#) presentation and edit Notes to suit your teaching style. Example text is there as a guide
- Check that students can open and use the [Module 20 Health and safety in the workplace content](#) and that they can access activities on Planit
- If using the alternative approach below, print worksheets out before lesson
- If time is limited, students can complete activities in their own time

Presentation Module 20: Health and safety in the workplace

Tasks and Activities

The presentation has been written to be taught alongside the module.

Tasks have been added to the Presentations to make it interactive - learners will be asked questions as they go through the presentations.

Task 1	Slide 2	What do you think is the most reported workplace injury?
Task 2	Slide 4	Do you know what we mean by a young person?
Task 3	Slide 7	What should they do if the risk outweighs the benefits?
Task 4	Slide 11	Try the Quick Quiz

Activities

Activities will be carried out within the presentation or can be completed after.

[Activity 1](#) – Quiz

[Activity 2](#) – Spot the hazards!

Alternative approaches and follow on activities

- If unable to complete the activities online, there are paper-based alternatives available. Please print out [Activity 1](#) and [Activity 2 worksheet](#) before delivering it
- Students can complete the activities in their own time

Reflect and review

- Review what has been learned and reinforce key points about health and safety in the workplace and where to get further information

Career Management Skills

Self	I develop and maintain a positive self image
Horizons	I know how to find and evaluate information and support to help my career development I am confident in responding to and managing change within my life and work roles
Networks	I use information and relationships to secure, create and maintain work

Career Education Scotland

Senior Phase
I can describe the health and safety responsibilities placed on employers and employees and how these relate to creating a safe work environment.

Module Activity Answers

Activity 1 answers

All the correct answers are a)

Activity 2 answers

Spot the hazards!

