



**Level 3, Safety, Health and Environment
Technician Apprenticeship**
SETA's Pathway

Apprenticeship: Safety, Health & Environment Technician

Context

The SHE technician apprenticeship was developed by the Institute for Apprenticeships (IFA) a crown, non-departmental public body sponsored by the Department for Education. A Trailblazer group is a group of employers, across multiple sectors, who work collaboratively to create an apprenticeship standard they each intend to roll out once approved.

Occupational Profile

The SHE Technician will be able to work in organisations of varying size and industry; based in one location or involving travel across a range of contracts. The role will be partly at the work front providing advice to others on how to work without harming themselves or others.

The Technician will work with the management and delivery team in the organisation to advise on the statutory health, safety and environmental requirements as they affect the company's operations. They will assist the management team in ensuring that the legal and company SHE requirements are implemented. On a daily basis the SHE Technician will assist to develop, review and check on the implementation of safe systems of work, deliver training (e.g. toolbox talks & inductions), investigate incidents, analyse data and present findings to the management team. The SHE Technician will engage with all aspects of the organisation to support the embedment of a culture that ensures everyone is able to return to their family and friends unharmed every day whilst also protecting and enhancing the global land, air and water resources for future generations. This will be achieved by inspiring and influencing others to see the benefit of working responsibly, understanding the legal framework and showing how safety, health and environmental management can enhance operational activities.

What apprentices need to know

Anyone aged 16 or above can apply and no experience is required. Working towards or already achieved GCSE grades C or above in Math's and English are required and a knowledge of commonly used computer applications is recommended for the academic elements.

This apprenticeship is equivalent to two A-levels and takes 18-24 months to complete.

What you will learn

By the end of this course you will be able to:

- Contribute effectively, adapting to the audience to present information or training in an assertive, engaging way
- Work with others well in a team and lead by example in a collaborative way
- Assist in the development, management, implementation and monitoring of the Safety, Health and Environmental Management System by updating systems in line with changes in legislation or best practice
- Assist and/or manage the investigation of accidents, incidents, dangerous occurrences, near misses and other incidents as directed
- Plan and have systems in place to manage change during an activity relevant to the working environment.

Entry requirements

Whilst any entry requirements will be a matter for individual employers, typically an apprentice might be expected to have achieved or be working towards 5 GCSE's

A* - C or 5 GCSE's or 4 to 9 English and Maths, or equivalent, as well as having a level one Functional skill (equivalent or higher) ICT qualification. For those without a formal ICT qualification this can be provided by SETA.

Summary of the SHE Apprenticeship Standard

	Behaviours	Assessment Method	Courses covering relevant knowledge
B1	Communicate effectively: Be able to contribute effectively in both spoken and written styles, adapting to the audience to present information or training in an assertive, engaging way.	Exam & Project	Nebosh Health and Safety at Work
B2	Work effectively in a team; Be able to work with others (colleagues, suppliers, clients and the public) and lead by example in a collaborative and non-confrontational way. Be able to adjust to change in relation to the requirements of the organisation.	Open Book Exam & Project Exam & Project	Nebosh National General Certificate Nebosh Health and Safety at Work
B3	Contribute to a positive SHE culture. Challenge behaviour that is inconsistent with SHE culture, respect the culture and values of others in contributing a positive SHE culture. Positively influence behaviour in others to achieve desired outcomes and resolve conflicts.	Exam & Project	Nebosh Health and Safety at Work
B4	Drive Innovation: Be able to identify areas for improvement and suggest sustainable innovative solutions.	Open Book Exam & Project Exam & Project	Nebosh National General Certificate Nebosh Health and Safety at Work
B5	Use their Professional Judgement: Be able to work within own level of competence, know when to seek advice from others.	Open Book Exam & Project Exam & Project	Nebosh National General Certificate Nebosh Health and Safety at Work
B6	Apply the code of ethics: Work within rules and regulations of professional competence and code of conduct as defined by a professional institution. Be able to resist pressures to allow others to utilise unsafe working practises.	Exam & Project	Nebosh Health and Safety at Work
B7	Commit to equality and diversity: Apply attributes of equality and diversity to meet the requirements of fairness at work.	Exam & Project	Nebosh Health and Safety at Work
B8	Continue their professional development: Identify own development needs and to take action to meet those needs. Use own knowledge and expertise to help others when requested.	Exam & Project	Nebosh Health and Safety at Work

	Knowledge	Assessment Method	Courses covering relevant knowledge
K1	The moral reasons for good safety, health and environmental working practices, ensuring no harm to people or the environment.	Open Book Exam & Project Exam & Project Multi-choice Exam	Nebosh National General Certificate Nebosh Health and Safety at Work Nebosh Environmental Awareness
K2	The statutory health, safety and environmental legislation and sources of associated guidance and information applicable to their working environment. E.g. Health and Safety etc. Act 1974, Management at Work Regulations 1999, Environmental Protection Act 1990, Environment Act 1995.	Open Book Exam & Project Exam & Project Multi-choice Exam	Nebosh National General Certificate Nebosh Health and Safety at Work Nebosh Environmental Awareness
K3	How a SHE Management system works, the range of standards which a typical HSE professional would be involved with e.g. OHSAS 18001, ISO 45001, ISO 14001 and if applicable how these are applied in their working environment.	Open Book Exam & Project Exam & Project	Nebosh National General Certificate Nebosh Health and Safety at Work
K4	Appropriate methods for identifying, evaluating and controlling hazards relevant to their workplace. E.g. 5 steps to Risk Assessment and involving people who are experienced in the activity.	Open Book Exam & Project	Nebosh National General Certificate
K5	The range of work activities in a given situation and identify how to prioritise the hazards with the potential to cause harm and/or loss.	Open Book Exam & Project Exam & Project	Nebosh National General Certificate Nebosh Health and Safety at Work
K6	The difference between occupational hygiene, health surveillance and health and wellbeing campaigns and methods for implementing these in the workplace.	Exam & Project	Nebosh Health and Safety at Work
K7	How to plan and have systems in place to manage change during an activity relevant to the working environment.	Exam & Project	Nebosh Health and Safety at Work
K8	How people think and why they make decisions which can lead to risk, how behaviours can be used, the components of a behavioural program and potential blockers to the successful implementation of a behavioural programme.	Exam & Project	Nebosh Health and Safety at Work
K9	How to plan for Safety, Health or Environmental emergencies – e.g. accidents, exposure to hazardous substances, fire, and pollution.	Open Book Exam & Project Exam & Project Multi-choice Exam	Nebosh National General Certificate Nebosh Health and Safety at Work Nebosh Environmental Awareness
K10	Theories for incident causation and prevention such as James Reason's Swiss Cheese model, Heinrich and Hertzberg theories (Domino, Competency Matrix) including behavioural considerations and implications on business risk (fines, reputation, lost work etc.).	Exam & Project	Nebosh Health and Safety at Work
K11	How to write and present a business justification e.g. cost/benefit analysis to influence managers.	Exam & Project	Nebosh Health and Safety at Work

	Core Skills	Assessment Method	Courses covering relevant knowledge
S1	Present and hold an audience's attention, for example when delivering SHE training, toolbox talks, inductions or presenting data or investigation findings to the workforce or management team. Show they can sell the SHE message, have personal impact, deal with challenge, reflect on personal performance, and use appropriate language for the audience.	Exam & Project	Nebosh Health and Safety at Work
S2	Assist the management team in the development, management, implementation and monitoring of the safety, Health and Environmental Management System by updating systems in line with changes in legislation or best practice, delivering training, coaching operational teams, and undertaking workplace inspections.	Open Book Exam & Project	Nebosh National General Certificate
S3	Provide advice on the practical implementation of the company's SHE policies and processes applying generic industry guidance into the context of the workplace.	Exam & Project	Nebosh Health and Safety at Work
S4	Identify the hazards and evaluate: <ol style="list-style-type: none"> 1. Workplace instructions that are relevant to the individual's job 2. Working practices in the individual's job that could harm themselves or others 3. Aspects of the individual's job that can harm themselves or others 4. Which of the potentially harmful working practices and aspects of the individuals work present the highest risks to themselves or others. How to deal with hazards in accordance with workplace instructions and legal requirements	Open Book Exam & Project	Nebosh National General Certificate
S5	Support the practical application of the workplace instructions and suppliers' or manufacturers' instructions for the safe use of equipment, materials and products	Exam & Project	Nebosh Health and Safety at Work
S6	Support and assist in the implementation of SHE inspections and monitoring systems demonstrating the balance between enforcement and internal support	Open Book Exam & Project	Nebosh National General Certificate
S7	Undertake and/or assist with the monitoring, analysis of and reporting of SHE performance.	Exam & Project	Nebosh Health and Safety at Work

S8	Prepare and maintain records relating to safety, health or environmental matters that comply with legal and workplace requirements and are accessible to those who are authorised to use them e.g., records associated with Provision and Use of Work Equipment Regulations, Lifting Operation and Lifting Equipment Regulations, Noise at Work Regulations, Hand Arm Vibration Regulations or Environmental Permitting Regulations.	Exam & Project Multi-choice Exam	Nebosh Health and Safety at Work Nebosh Environmental Awareness
S9	Assist the management team in establishing, managing or maintaining relationships with external stakeholders such as local authorities, Health and Safety Executive, Environment Agency, Occupational Health, Occupational Hygienists and others as required and directed.	Open Book Exam & Project	Nebosh National General Certificate
S10	Research Safety, Health and Environmental issues and best practices. Review updates of health and safety regulations e.g., changes to Construction, Design and Management Regulations or updates to the Control of Substances Hazardous to Health along with workplace instructions, making sure that information is from reliable sources.	Open Book Exam & Project Multi-choice Exam	Nebosh National General Certificate Nebosh Environmental Awareness
S11	Assist and/or manage the investigation of accidents. Incidents, dangerous occurrences, near misses and other incidents as directed.	Open Book Exam & Project	Nebosh National General Certificate
S12	Recognising where decisions have a financial cost and assisting to develop a budget.	Open Book Exam & Project	Nebosh National General Certificate
S13	Recognising situations where the activity will benefit from contributions and expertise of other internal departments such as HR, Finance, IT or Occupational Health.	Exam & Project	Nebosh Health and Safety at Work



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SETA TRAINING & ADVISORY SERVICES LTD

ADDRESS: 18 Hammond Avenue, Stockport, SK4 1PQ

PHONE: +44 (0) 161 480 9822

EMAIL: info@setatraining.com

WEBSITE: www.setatraining.com

SOCIAL MEDIA: Follow us on

Twitter @SETA1966

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