

Overview

Who is this unit for?

This unit is for those who work with older students in schools and other educational settings to safeguard their welfare.

What is this unit about?

This unit is about understanding and evaluating hazards and risks, and carrying out your work safely and in accordance with organisational procedures. It is about enabling young people to assess risks, helping them to develop their confidence to manage them and offering appropriate support to individuals when they are in crisis.

This unit contains three elements

1. Promote a safe working environment for youth work
2. Work with young people to assess and manage risk
3. Assist individuals to take action when they are distressed

Performance criteria

You must be able to:

Promote a safe working environment for youth work

P1 identify which organisational policies and procedures are relevant to your role

P2 work in accordance with legal requirements and organisational policies and procedures

P3 ensure that your personal conduct promotes the safety of yourself and other people

P4 identify those working practices in any part of your role which could harm yourself or other people

P5 deal with hazards and practices with low risks in accordance with organisational policies and legal requirements

P6 report those hazards and practices that present a high risk, and suggestions for reducing risk, to the responsible people in your organisation

Work with young people to assess and manage risk

P7 ensure that young people know the organisation's procedures for safeguarding their welfare

P8 work with young people to identify the hazards in youth work environments, and their associated risk

P9 agree with young people clear and concise safety ground rules for youth work

P10 actively encourage young people to be responsible for their own safety and that of others

P11 ensure that agreed ground rules and practice are within organisational procedures for safety

P12 work with young people to identify all potentially risky situations outside the youth work setting

P13 assist young people to develop safe practices which are in keeping with their abilities and with the relevant safety procedures

P14 work with young people to identify sources of support and actions they can take to deal with the risks they have identified

Assist individuals to take action when they are distressed

P15 recognise signs of young people's willingness or need to speak with you
P16 create a relationship of openness and trust through the use of effective listening techniques

P17 encourage the young person to explain their distress without pressurising them to discuss or disclose more than they want, need or are able to

P18 respond sensitively to the young person's need for comfort, within organisational procedures

P19 respect the young person's need for confidentiality within the organisation's procedures about disclosure

P20 identify sources of **immediate support**

P21 help the young person to identify options and decide on a course of immediate action

P22 agree **process for supporting and monitoring progress** with the young person, in line with organisational and legal procedures

P23 record and report your action appropriately

Knowledge and understanding

You need to know and understand:

K1 organisational policies and procedures on health and safety and child protection

K2 the specific workplace policies covering your job role K3 safe working practices for your own job role

K4 the importance of personal conduct in maintaining the safety of yourself and others

K5 your scope and responsibility for identifying and rectifying risks

K6 organisational procedures for handling risks which you are unable to deal with

K7 why self-worth and self-esteem are important to young people as they manage the risk in their lives

K8 why young people should be encouraged to take responsibility for their own safety

K9 how to negotiate and agree safety ground rules for youth work with young people and encourage young people to develop ground rules for themselves

K10 common types of hazards inside the youth work environment, and their associated risk to young people

K11 common types of hazards and associated risk outside the youth work environment

K12 sources of advice and guidance on risks to young people and how to deal with them

K13 why it is important to listen and respond to young people's distress

K14 signs which indicate an individual's willingness or need to speak with you K15 listening techniques such as summarising, paraphrasing, checking out, etc.

K16 organisational procedures about confidentiality and reportable disclosures

K17 organisational procedures on appropriate behaviour when supporting people in distress, with particular reference to the protection of young people from abuse

K18 sources of support/contact for particular (specialist) situations

K19 organisational procedures for dealing with reportable disclosures

Glossary

Promote a safe working environment for youth work

organisational policies and procedures:

health and safety, child protection

safety:

physical safety, emotional safety

risks resulting from:

unsafe behaviour, environmental factors, working practices which do not conform to laid-down policies, the use and maintenance of machinery or equipment

responsible people:

those responsible for health and safety, child protection

Work with young people to assess and manage risk

organisation's procedures for safeguarding their welfare: health and safety, child protection procedures

hazards:

something with the potential to cause harm such as in activities, unhealthy and unsafe aspects of the environment, equipment and materials, unhealthy and unsafe practices, young people's or adult's behaviour

risk:

the likelihood of the hazard's potential being realised, affecting eg. physical health and safety, emotional welfare

safety:

physical safety, emotional safety

Assist individuals to take action when they are distressed individual crises:

related to relationships, health, finances, legal or illegal activities

immediate support:

may include support from family and friends, sources of specialist information, statutory and voluntary agencies **process for supporting and monitoring progress:**

may be formal or informal, internal to your work setting, handing over responsibility to specialist agency

Links to other NOS

TDASTL3 Help to keep children safe

TDASTL45 Promote children's well-being and resilience

Origin of this unit

This unit is taken from the National Occupational Standards in Youth Work where it appears as unit YW D4.

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