

# PASMA Work at Height (Novice)



## **Course Duration:**

Half Day

## **Who will benefit from this course:**

PASMA Work at Height (Novice) is the training course you need to get up to speed on the basics of height safety.

## **Aim and Objectives:**

To enable you to have a knowledge and understanding of:

Law, regulations, guidance and good practice relating to work at height  
Responsibilities as an employee regarding working at height activities  
The various work at height associations  
The importance of following the current instruction manuals  
Risk assessment & emergency and rescue planning  
The various types of access equipment and methods of working at height  
How to select the appropriate work at height access equipment

## **Course Content:**

- Introduction and housekeeping
- Aims and objectives
- Information
- Roles and responsibilities
- Safe and unsafe practices
- Group exercise
- Personal hazards
- Written assessment

## **Pre-Requisites for Candidates:**

No qualifications or experience are required for this course.

## **Literacy, Fitness & Health (Extract from the PASMA Code of Practice):**

Literacy and language comprehension are essential for any worker. Safe work at height requires workers to consult safety notices and thoroughly understand the risk assessment and method statement.

Any physical impairment or literacy issues should be discussed with LTC Training Services Ltd prior to making a booking so we can best accommodate your needs.

## **Assessment Method:**

Candidates must correctly answer at least 80% (16 out of 20) of the 20 questions asked in the multiple-choice open book theory test paper and a group practical exercise.

Candidates who do not successfully complete the Written Test Paper shall be advised of the reason(s) for the failure by the instructor and shall be required to retake the training course in entirety at a later date.

## **Supporting Documents:**

A course content and notes booklet and a current Code of Practice booklet will be issued to all candidates who attend the course.

### **Training Location Options:**

We offer this course from both our Devon and Cornwall (Plymouth, Redruth & Cullompton) training centres as well as giving customers the option to hold training on site at a location of their choice (subject to the proposed venue having a suitable classroom facility and any other necessary facilities required for this course). Please contact us for further details.

### **Course Start Time:**

All courses unless agreed otherwise will commence at 8.00am.

### **Certification:**

Certificates and cards are included in the cost of this course and are produced by PASMA. We must allow 10 working days for delivery. They will be forwarded to the customer once payment has been received in full. The training is valid for 5 years.

### **Equipment:**

Candidates are not required to bring any special equipment. Writing materials will be provided.

### **Lunch and Refreshment Facilities:**

Lunches will not be provided. However, water, tea, coffee, fridge and microwave facilities are available in our canteen for your use free of charge.

### **Accommodation and Transport:**

Candidates are required to organise and pay for their own accommodation and transport should it be required. A list of local accommodation can be provided on request.

### **Number of Candidates per Course:**

A maximum of 12

### **Refresher Training:**

LTC Training Services Ltd recommend that candidates re-attend this course every 5 years to ensure they are aware of current legislation and procedures.

### **CITB Grants:**

CITB Levy registered customers can receive £60.00 per delegate for successful achievement of the course. LTC Training Services will claim this on your behalf, please ensure you have provided us with your levy number.

(Date of latest revision: 8<sup>th</sup> April 2024)