



Qualification Specification

STA Level 2 Award for Fire Marshall Training

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This qualification is regulated by Ofqual (England)

Ofqual

STA Level 2 Award For Fire Marshall Training

Qualification Number: 600/9799/1

Unit Structure

This qualification consists of 1 mandatory unit

Unit Title	Code	Unit Level	GLH
Fire Safety Principles	D/601/9698	2	6

GLH = guided learning hours

Total Qualification Time 6 hours

Qualification Delivery

The minimum contact teaching time that this qualification should be delivered in is 6 hours (1 day) excluding breaks.

The course may be delivered over 1 day, but can also be delivered over a maximum of 3 weeks, with the minimum of each training session being 2 hours.

The ratio for this qualification is a maximum of 12 learners to 1 tutor.

Introduction

Fire Marshall is designed to educate learners in fire safety management at work. The qualification covers fire safety inspections, legal requirements relating to fire safety in the workplace and the roles & responsibilities of the fire warden.

Qualification Objective

Learners who successfully complete this qualification will be able to:

- Understand the hazards and risks associated with fire in the workplace
 - Understand how fire risk is controlled in the workplace
 - Understand the principles and practice of fire safety management at work
 - Understand the role of the nominated fire warden.
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Target Learners

This is designed for supervisors, managers, or anyone with a specific responsibility for workplace fire safety, providing them with a foundation of fire safety knowledge. Once qualified, it will enable the holder to perform the role of fire marshal / fire warden, as well as helping to increase general fire safety awareness in the workplace.

Progression

Holders may wish to progress further in the fire safety field by becoming a fire risk assessor or fire safety technician.

Industry Standards

The qualification is based upon the National Occupational Standards (NOS) developed by the Skills for Fire and Rescue Skills Sector Council (SSC), covering elements from:

- FSA0 Collect information to support fire risk assessment
- FSA1 Assess risks associated with fire
- FSA2 Implement measures to protect people from fires
- FSA3 Implement action in the event of actual or potential fire
- FSB2 Advise on self determined risk assessment
- FSB3 Evaluate fire safety design submissions
- FSB4 Advise on simple fire safety measures
- FSB5 Advise on complex fire safety measures
- FSB7 Advise on fire safety measures in locations using hazardous materials
- FSB9 Work in partnership to minimise risks to the community
- FSC1 Advise on fire safety issues relating to proposed construction and materials
- FSC2 Advise on issues relating to fire protection systems
- FSC3 Advise on fire safety issues relating to construction, demolition or refurbishment in progress.

It also meets an employer's 'Duty of Care' responsibilities under The Health & Safety at Work Act and Management of Health and Safety Regulations.

Entry Requirements

Learners must be 16 years of age or above on the first day of the course. It is advisable that learners have a minimum of level 1 in literacy or numeracy or equivalent.

Special Considerations and Reasonable Adjustments Policies

For further information on these, please refer to the policies section on the Safety Training Awards website:

<https://www.safetytrainingawards.co.uk/policies/>

Awarding Organisation Policies

A full list of awarding organisation policies are available on the website:

<https://www.safetytrainingawards.co.uk/policies/>

Any Other Requirements / Revalidation Requirements

This qualification is valid for a period of 3 years. The learner needs to retake the qualification before the certificate expiry date to remain qualified.

Assessment Format

Pass / Fail

Assessment Methods

This qualification is tutor assessed through the completion of a portfolio.

The portfolio is to be completed independently by each learner under exam conditions, with the tutor acting as the invigilator.

Any incorrect portfolio answers will be double checked orally by the assessor, through the use of supplementary questioning.

Please refer to the Fire Marshall assessment strategy for the detailed assessment process.

Tutor / Assessor Requirements

All tutors must have the skills, knowledge and experience to be able to teach and demonstrate the subject.

Each tutor must be approved by Safety Training Awards and provide evidence of:

1. A relevant health and safety qualification and/or experience as shown in Appendix 1
 2. A formal tutoring and assessing qualification as shown in Appendix 2
Tutors must maintain their technical competence within the subject area and provide evidence of continuing professional development (CPD).
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IQA Requirements

Internal Quality Assurers (IQAs) of this qualification must have knowledge and competency in fire safety as well as knowledge and competency in internal quality assurance.

An IQA must hold:

1. A relevant health and safety qualification and / or experience as shown in Appendix 1
2. Attend a STA / IQA training day or hold a recognised internal quality assurance qualification.

Note: IQAs cannot quality assure a course for which they were a learner, the tutor and / or assessor.

Resource Requirements

Course resources:

- STA Fire Marshall resource manual - Each learner is required to have their own copy of the resource manual to have access to theoretical knowledge of the qualification.

Venue

- Room size: Adequate space for all learners on the course to undertake theory and practical work
- Seats: One per learner
- Writing surfaces: Adequate for each learner to take notes
- Toilets: Separate facilities for male and female learners
- Ventilation: Should be adequate
- Lighting: Should be suitable for reading, combining a mixture of natural and artificial light
- Heating: Should maintain a 'short sleeve' environment, minimum temperature 16°C
- Access/exits: Should be safe, well lit and cater for people with special needs
- Floor coverings: Should be carpeted or mats / blankets provided for use during practical sessions
- Cleanliness: Maintain a clean, tidy and hygienic environment
- Noise: Consider whether there is noise that may distract candidates from training.

Recommended requirements:

- Laptop
- Corresponding STA PowerPoint Presentation
- Projector
- Dry wipe board
- Flipchart.

Electrical Warning

When projectors and other electrical equipment are being used, the equipment must be checked to ensure, it is in safe working order. It is important to be aware of the trip hazards associated with electrical cables and reduce such risks.

Appendix 1

Technical competence in fire safety

All Tutors, Assessors and Internal Quality Assurers must have occupational knowledge and competence in fire safety.

Acceptable evidence includes:

- Verifiable experience as a Fire Officer
- NEBOSH National Certificate in Fire Safety
- NEBOSH National General Certificate in Occupational Health & Safety
- NEBOSH National Certificate in Construction Health & Safety
- NEBOSH National Diploma in Occupational Health & Safety
- British Safety Council Level 3 Certificate in Occupational Safety and Health
- British Safety Council Level 6 Diploma in Occupational Safety and Health
- Level 3 NVQ Certificate in Occupational Health and Safety
- Level 5 NVQ Diploma in Occupational Health and Safety Practice
- Level 3 Award in Health and Safety in the Workplace
- Level 4 Award in Health and Safety in the Workplace

Appendix 2

Acceptable Training / Assessing Qualifications

Qualification	Train	Assess
Cert Ed/PGCE/B Ed/M Ed	✓	✓
CTLLS/DTLLS	✓	✓
PTLLS with unit 'Principles and Practice of Assessment (12 credits)	✓	✓
Further and Adult Education Teacher's Certificate	✓	✓
IHCD Instructional Methods	✓	✓
IHCD Instructor Certificate	✓	✓
S/NVQ level 3 in training and development	✓	✓
S/NVQ level 4 in training and development	✓	✓
TQFE (Teaching Qualification for Further Education)	✓	✓
English National Board 998	✓	✓
Nursing mentorship qualifications	✓	✓
NOCN Tutor Assessor Award	✓	✓
Level 3 Award in Education and Training	✓	✓
Level 4 Certificate in Education and Training (QCF)	✓	✓
Level 5 Diploma in Education and Training (QCF)	✓	✓
PTLLS (6 credits)	✓	
Accredited Qualifications based on the Learning and Development NOS 7 Facilitate Individual Learning and Development	✓	
Training Group A22, B22, C21, C23, C24	✓	
SQA Accredited Planning and Delivering Learning Sessions to Groups	✓	
A1 (D32/33) – Assess candidates 'using a range of methods		✓
A2 (D32) – Assess candidates' performance through observation		✓
Regulated Qualifications based on the learning and Development NOS 9 Assess Learner Achievement		✓
SQA Accredited Learning and Development Unit 9DI – Assess workplace competences using direct and indirect methods – replacing Units A1 and D32/33		✓
SQA Accredited Learning and Development Unit 9D – Assess workplace competence using direct methods – replacing Units A2 and D32		✓
SQA Carryout the assessment process		✓
Level 3 Award in Assessing Competence in the Work Environment		✓
Level 3 Award in Assessing Vocationally Related Achievement (QCF)		✓
Level 3 Award in Understanding the Principles and Practices of Assessment (QCF)		✓
Level 3 Certificate in Assessing Vocational Achievement (QCF)		✓

Appendix 3

Qualifications suitable for Internal Quality Assurance

SQA Accredited Learning and Development Unit 11 Internally Monitor and Maintain the Quality of Workplace Assessment
Regulated Qualifications based on the Learning and Development NOS 11 Internally Monitor and Maintain the Quality of Assessment
Level 4 Award in the internal Quality Assurance of Assessment Process and Practice (QCF)
Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Process and Practice (QCF)
V1 or D34
SQA Internally Verify the Assessment Process

Unit Specification

Unit Title	Fire Safety Principles
Learning Outcomes	Assessment Criteria
1. Understand the hazards and risks associated with fire in the workplace	1.1 Explain how fires are caused in the workplace 1.2 Describe the components of the fire triangle 1.3 Identify the hazards during or after a fire, including the products of combustion 1.4 Describe the characteristics of fire and smoke spread
2. Understand how fire risk is controlled in the workplace	2.1 State the different methods used to identify and control fire hazards 2.2 Define the term 'means of escape' in relation to fire hazards 2.3 Outline typical components for means of escape from fire hazards 2.4 Describe methods of fire detection and raising the alarm 2.5 Describe the principle of how fires are extinguished 2.6 Describe how portable firefighting equipment should be used safely 2.7 Identify common fixed firefighting systems and where they might be used
3. Understand the principles and practice of fire safety management at work	3.1 Outline the duties of employers and employees with respect to fire safety in the workplace 3.2 Outline how to undertake a simple fire safety inspection in the workplace 3.3 Describe the stages involved in a fire risk assessment
4. Understand the role of the nominated fire warden	4.1 State the role and function of fire wardens in their workplace: <ul style="list-style-type: none"> • On a day-to-day basis • During an emergency • If they are not in their designated areas of responsibility when the alarm is raised 4.2 Outline the content of a fire safety briefing