



Focus Awards Level 3 Award in First  
Aid at Work (RQF)

601/6101/2

Silicon House, Farfield Park, Manvers, Rotherham S63 5DB

# Qualification Summary

Level	Sector	Qualification Type
3	Health and Social Care	Occupational Qualification
Total Qualification Time	Credit Value	Guided Learning Hours
30	3	18
Status	Methods of Assessment	Minimum Age
Available to Learners	Portfolio of Evidence	16



# Focus Awards Level 3 Award in First Aid at Work (RQF)

QRN: 601/6101/2

GLH: 18

TQT: 30

Credit: 3

## Qualification Purpose:

The Focus Awards Level 3 Award in First Aid at Work (RQF) aims to develop learners' knowledge, understanding, and skills of first aid at work. The qualification will provide learners with the opportunity to administer first aid procedures in the workplace by becoming a qualified first aider. The Focus Awards Level 3 Award in First Aid at Work (RQF) meets the Health and Safety Executive (First-Aid) Regulations 1981 in respect of First Aid at Work and is aimed at those who work, or intend to work, for a range of organisations. All employers are required by law to have a First Aid provision for their employees. In achieving the Focus Awards Level 3 Award in First Aid at Work (RQF), all learners will cover essentials of First Aid, including roles and responsibilities, incident assessment, and managing and administering First Aid to casualties in a variety of situations. These situations could relate to breathing, choking, bleeding, shock, and minor injuries as well as casualties with sudden poisoning, anaphylaxis, and suspected major illness.

## Age Ranges

Entry is at the discretion of the centre. However, learners should be aged 16 to undertake this qualification.

## Geographical Coverage

This qualification is available in England and Northern Ireland.

## Learner Entry Requirements

Focus Awards does not set any other entry requirements, but additional criteria may be requested or specified by the centre.

## Reasonable Adjustments and Special Considerations

Please refer to the Focus Awards 'Reasonable Adjustments and Special Considerations Policy'. A copy is available for download from the Focus Awards website at the following url:

<https://www.focusawards.org.uk/wp-content/uploads/2016/08/Reasonable-Adjustments.pdf>



## Assessment Methods

This qualification is Internally Assessed. Each learner must create a portfolio of evidence that demonstrates achievement of all the learning outcomes and assessment criteria associated with each unit.

The main pieces of evidence for the portfolio could include some or all of the following:

- Assessor observation
- Witness testimony
- Learner product
- Worksheets
- Assignments/projects/reports
- Record of oral and written questioning
- Learner and peer reports
- Recognition of prior learning (RPL)

## Progression Routes

Learners seeking progress from this qualification can advance their skills further through the following:

- Focus Awards Level 2 Award in Health and safety in the workplace (RQF)
- Focus Awards Level 2 Award in Paediatric First Aid (RQF)
- Focus Awards Level 3 Award in Paediatric First Aid (RQF)

## Supporting Material and Useful Websites

- <https://focusawards.org.uk/supportingmaterials>
- <https://ofqual.gov.uk>



## Qualification Structure

In order to achieve the Focus Awards Level 3 Award in First Aid at Work (RQF) Learners must complete the mandatory units.

### Mandatory Units

Unit Title	Unit Reference	Level	Credit	Guided Learning Hours
Emergency First Aid in the Workplace	R/616/4981	3	1	8
Recognition and Management of illness and injury in the workplace	D/616/4983	3	2	12



# Staff Requirements

## Requirements for Tutors/Instructors

Tutors delivering the qualification will be required to hold or be working towards a teaching qualification. This may include qualifications such as the Levels 3, 4 or 5 in Education and Training, or a Certificate in Education. Focus Awards will however; consider other teaching qualifications upon submission. Tutors must also be able to demonstrate that they are occupationally competent within the sector area.

## Requirements for Assessors

Assessors will be required to hold, or be working towards a relevant assessing qualification. This includes qualifications such as:

- Level 3 Award in Assessing Competence in the Work Environment
- Level 3 Award in Assessing Vocationally-Related Achievement
- Level 3 Certificate in Assessing Vocational Achievement

Focus Awards will however; consider other relevant assessing qualifications upon submission.

Assessors who only hold the Level 3 Award in Understanding the Principles and Processes of Assessment will be required to complete an additional programme of study to achieve the relevant competency units required for one of the qualifications listed above.

Trainee assessors who do not hold an assessment qualification will require their decisions to be countersigned by a suitably qualified assessor.

Assessors must also be able to show they are occupationally competent within the sector area

## Requirements for Internal Quality Assurers (IQA)

Internal Quality Assurers should hold or be working towards the following an IQA qualification. This may include qualifications such as the V1 (previously D34), or the Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice. Focus Awards will however; consider other relevant IQA qualifications upon submission.

Trainee IQAs who do not hold an IQA qualification will require their decisions to be countersigned by a suitably qualified IQA. IQAs must be able to demonstrate occupational competence.

