

Unit 26 Ensure personal safety and security

Origin of this unit

This unit is a new unit written specifically for the National Occupational Standards for Learning, Development and Support Services for children, young people and those who care for them.

Place in the NVQ/SVQ framework

This Unit is a Level 4 common core unit within the N/SVQ for Learning, Development and Support Services (for children, young people and those who care for them). It also appears as a Level 3 optional unit.

Elements

1. Identify issues of personal safety and security
2. Take appropriate action to maintain personal safety and security

Element 1:

Identify issues of personal safety and security

You must be able to:

1. Assess potential risks to your personal safety and security arising in the immediate working environment.
2. Identify potential risks in one-to-one sessions with children and young people and take appropriate preventative action.
3. Assess potential risks to self in making home visits and identify ways of minimizing them.
4. Identify potential risks arising from activities that have to take place outside normal working hours or in uncontrolled environments and take appropriate preventative action.
5. Assess the relative risks involved in situations involving conflict, challenge or heightened states of emotion and plan appropriate action.
6. Identify appropriate working practices that will minimize exposure to potentially dangerous situations.

Element 2

Take appropriate action to maintain personal safety and security

You must be able to:

1. Conduct interviews and one-to-one sessions in safe and accessible locations.
2. Ensure that other colleagues are aware of your planned activities and their approximate duration.
3. Identify potentially difficult situations or events and plan sessions in a manner that will contain or defuse them where possible.
4. Review any situations about which you are uncertain with senior colleagues and agree an appropriate course of action.
5. Ensure that you are aware of and follow agreed procedures in the event of emergencies.

Knowledge Requirement

You will need to know, understand and apply the following knowledge:

1. Organisational policies on personal safety and security.
2. Sources of information and advice on ways of maintaining personal safety and security.
3. How to identify situations and contexts in which personal safety and security must be addressed.
4. Likely threats to personal safety and security and how to predict them.
5. Acceptable professional action that can be taken to minimize or prevent threats to personal safety and security.
6. Ways of managing conflict and confrontation.
7. Limits of own authority and responsibility and how to operate within them.
8. Reporting procedures in the event of emergencies and incidents.
9. Information from other agencies affecting assessment of risk and personal safety.