

Tutors Assignment Correction Guide

Module 8 Safety

Unit 8.4 Personal Safety

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This guide is to assist you in the correction of the assignments for this unit.

If more than one tutor is involved with Student Support in your institution, it will also assist in ensuring that there is a consistency in the weighting of assignments, and questions within assignments.

The Core Curriculum is designed to be offered utilising competency standards, so the elements that need to be included in answers are specified in the guide. It will therefore assist those who wish to use a competency assessment of Completed or Incomplete.

It is particularly important in the Caribbean to ensure that the assignments are assessed as indicated in the guide, as regional recognition is an ultimate (and desired) outcome.

Assessment Instrument

Module 8 Safety

Unit 8.4 Personal Safety

Assignment No. 8.4.1

The teacher trainee has successfully:

- ☐ stated, in accordance with provided information, and including reference to the protection of operators, the precautions to be observed to reduce the risk of personal injury in the workplace
- ☐ listed, four (4) reasons or circumstances for specifically designating and marking walkways for through traffic in workshops
- ☐ matched, descriptions and illustrations of protective clothing and personal equipment
- ☐ explained, the correct application of each item of clothing and equipment to a workshop activity or situation
- ☐ explained, the correct lifting of an object having a weight of approximately 15 kg.



Assignment No. 8.4-1

Unit 8.4 Personal Safety

To be completed and returned to your tutor for assessment.

This is an open book assignment and you may refer to whatever references you have at your disposal.

Name: _____ Due Date: _____

Question 1

List five things that you can do to keep your workshop safe.

- 1.1 _____
- 1.2 _____
- 1.3 _____
- 1.4 _____
- 1.5 _____

1 mark each – 5 marks

Question 2

Answer **true** or **false** to the following statements:

- 2.1 _____ Designated walkways are put in place to protect you.
- 2.2 _____ You are not responsible for anyone else's safety in the workshop - just your own.
- 2.3 _____ The reason smoking is not allowed in the workshop is because it is a health hazard.
- 2.4 _____ Designated walkways keep you at a safe distance from machines and tools.
- 2.5 _____ Smoking is not allowed in the workshop because it is a fire risk.

1 mark each – 5 marks

Question 3

What is personal protective clothing and equipment?

1 mark

Question 4

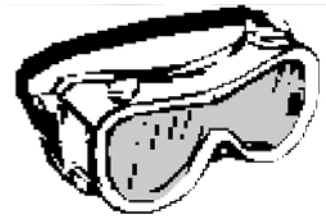
Name the personal protective clothing and equipment shown in the pictures below and briefly describe what each item is used for.



4.1



4.2



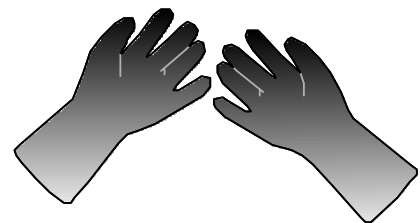
4.3



4.4



4.5



4.6

4.1 _____

4.2 _____

4.3 _____

- 4.4 _____

- 4.5 _____

- 4.6 _____

2 marks each – 12 marks

Question 5

Described below are two tasks that you may carry out in the workshop. For each task, list the personal protective clothing and equipment that you would wear and state why you would wear it.

5.1 Welding a piece of stainless steel.

5.2 Sawing some pieces of wood in half using an electric saw.

3 marks each – 6 marks

Question 6

Why is it important that you lift a heavy object correctly?

1 mark

Question 7

You have a box full of books that you need to move off the floor and on to a table. The box weighs approximately 15 kg.

Describe the correct way to lift the box off the floor, specifying the position of the back, feet, knees/legs and head.

5 marks

Question 8

Below are some statements related to lifting. Label the statements **DO** or **DO NOT**.

- | | | |
|-----|-------|----------------------------------------|
| 8.1 | _____ | Bend the knees. |
| 8.2 | _____ | Lift using the leg muscles. |
| 8.3 | _____ | Turn your body and head while lifting. |
| 8.4 | _____ | Get a good grip on the load. |
| 8.5 | _____ | Bend the back. |
| 8.6 | _____ | Hold the load close to your body. |
| 8.7 | _____ | Pick up the load in a speedy movement. |

1 mark each – 7 marks

Question 9

Name 3 carrying aids that you could use to help lift and carry a load.

9.1 _____

9.2 _____

9.3 _____

1 mark each - 3

Total: 45 marks



Assignment No. 8.4-1

Guidelines for the correction and weighting of questions for Assignment 8.4 – 1

Question 1

List five things that you can do to keep the workshop safe.

Any five safety precautions listed in Section 1 of the unit would be acceptable, but any offered from experience that you believe can be justified as a safety precaution is also acceptable.

1 mark each – 5 marks

Question 2

Answer **true** or **false** to the following statements:

- 2.1 **True** Designated walkways are put in place to protect you.
- 2.2 **False** You are not responsible for anyone else's safety in the workshop — just your own.
- 2.3 **False** The reason smoking is not allowed in the workshop is because it is a health hazard.
- 2.4 **True** Designated walkways keep you at a safe distance from machines and tools.
- 2.5 **True** Smoking is not allowed in the workshop because it is a fire risk.

1 mark each – 5 marks

Question 3

What is personal protective clothing and equipment?

Any item of clothing or equipment worn by a person to reduce their exposure to hazards.

1 mark

Question 4

Name the personal protective clothing and equipment shown in the pictures below and briefly describe what each item is used for.

- 4.1 *Respiratory protection – used to prevent breathing in too much of a poisonous substance.*
- 4.2 *Helmet – to protect the head from falling objects.*
- 4.3 *Eye protection – to protect the eyes against flying objects, radiation and chemicals.*
- 4.4 *Hearing protection – to protect the ears against high noise levels that could cause hearing damage.*
- 4.5 *Safety footwear – to protect the feet against heavy objects and chemicals.*
- 4.6 *Gloves – to protect the hands from cuts and grazes, heat and chemicals.*

2 marks each – 12 marks

Question 5

Described below are two tasks that you may carry out in the workshop. For each task, list the personal protective clothing and equipment that you would wear and state why you would wear it.

- 5.3 Welding a piece of stainless steel.

Eye protection – to protect the eyes from the radiation/welding arc.

Respiratory protection – to prevent breathing in welding fumes and gases.

Gloves – to protect the hands from sparks.

- 5.2 Sawing some pieces of wood in half using an electric saw.

Hearing protection – to protect your hearing, as sawing is a noisy process.

Respiratory protection – to prevent breathing in wood dust.

Eye protection – to protect the eyes from dust.

3 marks each – 6 marks

Question 6

Why is it important that you lift a heavy object correctly?

To prevent back injuries.

1 mark

Question 7

You have a box full of books that you need to move off the floor and on to a table. The box weighs approximately 15 kg.

Describe the correct way to lift the box off the floor specifying the position of the back, feet, knees/legs and head.

Squat down, knees/legs bent, feet apart with one foot pointing in the direction of intended movement and standing as close to load as possible. Get a good firm grip on the box and holding the box close to the body, slowly stand up. The back should be kept straight but not upright, with the head up and chin in. The legs should be the main source of muscle power during the lift.

5 marks

Question 8

Below are some statements related to lifting. Label the statements **DO** or **DO NOT**.

- 8.1 **Do** Bend the knees.
- 8.2 **Do** Lift using the leg muscles.
- 8.3 **Do not** Turn your body and head while lifting.
- 8.4 **Do** Get a good grip on the load.
- 8.5 **Do Not** Bend the back.
- 8.6 **Do** Hold the load close to your body.
- 8.7 **Do not** Pick up the load in a speedy movement.

1 mark each – 7 marks

Question 9

Name 3 carrying aids that you could use to help lift and carry a load.

Any three carrying aids listed in Section 3 of the unit would be acceptable, but any offered from experience that you believe can be justified as carrying aids are also acceptable.

1 mark each – 3 marks

Total: 45 marks