

**School of Horticulture, Hairdressing and Applied Therapies**

**VTCT Level 2 Certificate in Retail Knowledge (Beauty)**

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| **Qs** | **√ or X** | **Comments** |
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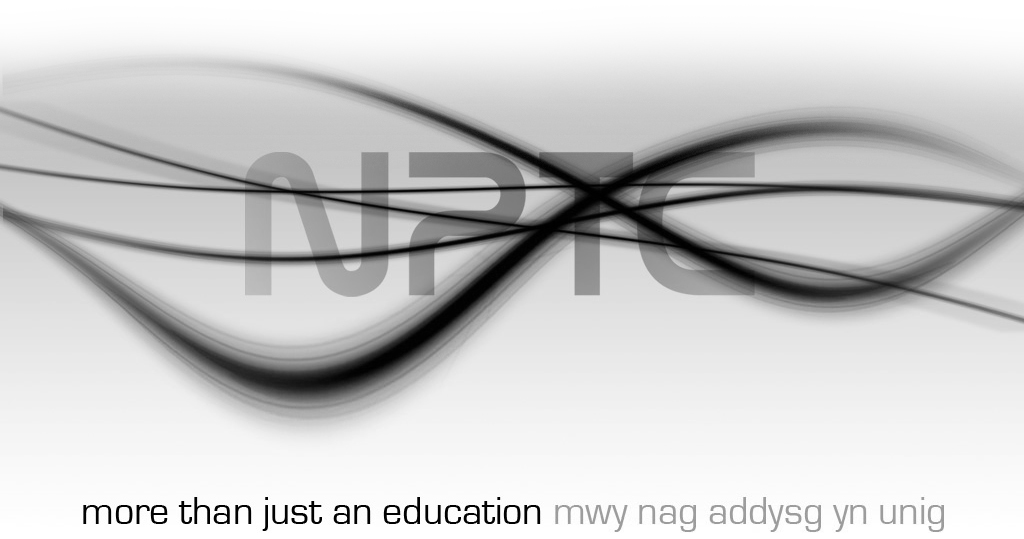
**UV20359 – Understanding**

**how a retail business maintains health and safety on its premises**

**Workbook 2**

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| **Name:**  **Group:**  **Date of completion:**  **Tutor signature:** |

**Literacy Alert:**



**UV20359**

**Understanding how a retail business maintains health and safety on its premises**

**Complete all questions in this workbook.**

1. Describe the main legal responsibilities of employees and employers in relation to health and safety legislation.

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2. Describe the main responsibilities of employees and employers in relation to Control of Substances Hazardous to Health regulations (COSHH).

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3. State how and when to raise an emergency alarm.

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4. State the actions and employee should take in the event of:

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| **A Fire**  **A Bomb Alert**  **An acute illness or accident** |

5. State the main stages in an emergency evacuation procedure.

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6. Describe the hazards and associated risks typically found on the premises of a retail business.

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7. Explain why it is important to notice and report hazards.

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8. State when and to whom a personal accident should be reported.

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9. Describe safe methods for lifting and carrying.

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10. Describe methods for safely handling, removing and disposing of waste and rubbish.

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11. Describe where and how to store dangerous substances and items.

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12. State the importance and relevance in handling, storing and disposing of substances hazardous to health.

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13. Describe the routine practices which employees need to follow to minimise health and safety risks at work.

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14. Explain why equipment and materials should be used in line with the employer’s and manufacturer’s instructions.

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