Module Descriptor

Title	Safety Management Skills		
Session	2024/25	Status	
Code	CEWM09002	SCQF Level	9
Credit Points	20	ECTS (European Credit Transfer Scheme)	10
School	Health and Life Sciences		
Module Co-ordinator	A Juin		

Summary of Module

This is an attendance based, continuously assessed module.

All health and safety practitioners will, in their working lives, be called upon to participate in elements that involve interrelationships, decision-making, preparation and presentation of talks, committee work, management of issues and contact with peers, media and professional bodies. This module prepares the student to interact, present, resolve conflict and work with confidence. Assignments are focused on the practical elements of the profession and practice is gained in developing career plans, creating communication plans and presenting reviews of health and safety situations and issues. The Scottish Court system, the High Court of Justiciary, Appeal / Trial Court, Sheriff Courts and District Courts are all included in preparing students for participation in the judicial system. This includes identification and the roles of the various people involved in the courts.

This module is essential for all professionals and provides the student with a forum in which they can creatively employ aspects from all modules in the wider programme. This module will also help to develop a range of 'I am UWS' Graduate Attributes.

Universal – development of critical thinking, ethically and research minded.

Work Ready – an effective problem solver, communicator and ambitious.

Successful – by being autonomous, resilient and driven.

Module Delivery Method	On-Campus[1]	Hybrid[2]	Online[3]	Work -Based Learning[4]
	☒	☐	☐	

[1] Where contact hours are synchronous/ live and take place fully on campus. Campus-based learning is focused on providing an interactive learning experience supported by a range of digitally-enabled asynchronous learning opportunities including learning materials, resources, and opportunities provided via the virtual learning environment. On-campus contact hours will be clearly articulated to students.

[2] The module includes a combination of synchronous/ live on-campus and online learning events. These will be supported by a range of digitally-enabled asynchronous learning opportunities including learning materials, resources, and opportunities provided via the virtual learning environment. On-campus and online contact hours will be clearly articulated to students.

[3] Where all learning is solely delivered by web-based or internet-based technologies and the participants can engage in all learning activities through these means. All required contact hours will be clearly articulated to students.

[4] Learning activities where the main location for the learning experience is in the workplace. All required contact hours, whether online or on campus, will be clearly articulated to students

Campuses for Module Delivery	☐ Ayr ☐ Dumfries	☒ Lanarkshire ☐ London ☐ Paisley	☐ Online / Distance Learning ☐ Other (specify)	☐
Terms for Module Delivery	Term 1	☒	Term 2 ☐	Term 3 ☐
Long-thin Delivery over more than one Term	Term 1 – Term 2 ☐		Term 2 – Term 3 ☐	Term 3 – Term 1 ☐

Learning Outcomes	
L1	Demonstrate a broad and integrated knowledge of issues and challenges possible in a workplace situation, from the point of view of the health and safety professional.
L2	Display an understanding of the preparation for presentations on health and safety issues and the ability to plan for and communicate in any situation
L3	Show a detailed knowledge of the interrelationships among all stakeholders managing health and safety issues and the courts.
L4	NA
L5	NA

Employability Skills and Personal Development Planning (PDP) Skills	
SCQF Headings	**During completion of this module, there will be an opportunity to achieve core skills in:**
Knowledge and Understanding (K and U)	**SCQF 9** Develop a comprehensive understanding of principles and practices in relation to professional skills for health and safety managers
Practice: Applied Knowledge and Understanding	**SCQF 9** Consolidate and integrate knowledge gained from previous taught modules and develop that knowledge in applying effective strategies in safety management. Practice the skills of modifying employee behaviour for improved safety by communication, motivation, leadership and teambuilding
Generic Cognitive skills	**SCQF 9** Formulate and present a written technical volume of work
Communication, ICT and Numeracy Skills	**SCQF 9** Present clear concise written reports and give oral presentations on the outcome
Autonomy, Accountability and Working with Others	**SCQF 9** Manage time, prioritise workloads and recognise and manage personal emotions and stress. Communicate effectively with a wide range of individuals using a variety of means

Prerequisites	Module Code	Module Title
	Other Before undertaking this module the student should have successfully completed all requirements for SCQF levels 7 and 8 in occupational safety and health or have appropriate knowledge, understanding and experience within safety and health and in line with Regulation 7.3.	
Co-requisites	**Module Code**	**Module Title**

Learning and Teaching
In line with current learning and teaching principles, a 20-credit module includes 200 learning hours, normally including a minimum of 36 contact hours and maximum of 48 contact hours.

Learning Activities During completion of this module, the learning activities undertaken to achieve the module learning outcomes are stated below:	**Student Learning Hours** (Note: Learning hours include both contact hours and hours spent on other learning activities)
Lecture / Core Content Delivery	18
Tutorial / Synchronous Support Activity	18
Independent Study	164
Please select	
Please select	
Please select	
TOTAL	200

Indicative Resources
The following materials form essential underpinning for the module content and ultimately for the learning outcomes:
Virtual Learning Environment: Timetables, lecture summaries, seminar, assignments, staff contact information and other information associated with the running of the Module. IOSH Presentation Skills: https://www.iosh.com/media/2166/presentation-skills-essex-november-2017.pptx REHIS: https://www.rehis.com/sites/default/files/REHIS%20Train%20the%20Presenter%20syllabus%202018.pdf Referencing: Pears, R. and Shields, G. (2019) Cite them right: the essential referencing guide. 11th rev. edn. London: Red Globe Press. Print and electronic copies are available from UWS Library.
(N.B. Although reading lists should include current publications, students are advised (particularly for material marked with an asterisk*) to wait until the start of session for confirmation of the most up-to-date material)

Attendance and Engagement Requirements

In line with the Student Attendance and Engagement Procedure, Students are academically engaged if they are regularly attending and participating in timetabled on-campus and online teaching sessions, asynchronous online learning activities, course-related learning resources, and complete assessments and submit these on time.

For the purposes of this module, academic engagement equates to the following:

Attendance at synchronous sessions (lectures, workshops, and tutorials), completion of asynchronous activities, and submission of assessments to meet the learning outcomes of the module.

Equality and Diversity
The University's Equality, Diversity and Human Rights Procedure can be accessed at the following link: UWS Equality, Diversity and Human Rights Code. In line with current legislation (Equality Act, 2010) and the UWS Equality, Diversity, and Human Rights Code, our modules are accessible and inclusive, with reasonable adjustment for different needs where appropriate. Module materials comply with University guidance on inclusive learning and teaching, and specialist assistive equipment, support provision and adjustment to assessment practice will be made in accordance with UWS policy and regulations. Where modules require practical and/or laboratory based learning or assessment required to meet accrediting body requirements the University will make reasonable adjustment such as adjustable height benches or assistance of a 'buddy' or helper.
(N.B. Every effort will be made by the University to accommodate any equality and diversity issues brought to the attention of the School)

Supplemental Information

Divisional Programme Board	Please select
Overall Assessment Results	☐ **Pass / Fail** ☒ **Graded**
Module Eligible for Compensation	☒ Yes ☐ No **If this module is eligible for compensation, there may be cases where compensation is not permitted due to programme accreditation requirements. Please check the associated programme specification for details.**
School Assessment Board	BSH L7 - 11
Moderator	R Freeburn
External Examiner	S Boyd
Accreditation Details	This module is accredited by Institution of Occupational Safety and Health (IOSH) if taken as part of the BSc (Hons) in Occupational Safety and Health programme.
Module Appears in CPD catalogue	☐ Yes ☒ No
Changes / Version Number	1

Assessment (also refer to Assessment Outcomes Grids below)
Assessment 1

Two written assignments worth 30% and 40% of the final mark for a total of 70%. Assignment 1 will be on an emergency communication plan. Assignment 2 will focus on empowerment and motivation.

Assessment 2

Two formal presentations worth 10% and 20% of the final mark for a total of 30%. The presentations will consist of a toolbox talk and the findings of the communication plan.

Assessment 3

NA

(N.B. (i) Assessment Outcomes Grids for the module (one for each component) can be found below which clearly demonstrate how the learning outcomes of the module will be assessed.

(ii) An indicative schedule listing approximate times within the academic calendar when assessment is likely to feature will be provided within the Student Module Handbook.)

Component 1

Assessment Type	LO1	LO2	LO3	LO4	LO5	Weighting of Assessment Element (%)	Timetabled Contact Hours
Essay	☒	☒	☒	☐	☐	70	0

Component 2

Assessment Type	LO1	LO2	LO3	LO4	LO5	Weighting of Assessment Element (%)	Timetabled Contact Hours
Prsentation	☒	☒	☐	☐	☐	30	0

Component 3

Assessment Type	LO1	LO2	LO3	LO4	LO5	Weighting of Assessment Element (%)	Timetabled Contact Hours
NA	☐	☐	☐	☐	☐		
Combined total for all components						100%	hours

Change Control

What	When	Who