

# CITB Site Supervision Safety Training Scheme (SSSTS)

<b>Accreditation</b>	CITB
<b>Course duration</b>	2 Days
<b>Certificate valid for</b>	5 years

## Who should attend

Intended for those who have, or are about to acquire, supervisory responsibilities. It provides supervisors with an understanding of health, safety, welfare and environmental issues, as well as their legal responsibilities relevant to their work activities. It will highlight the requirement to promote health and safety in order to supervise effectively.

## Course information

### Overview

This two-day course is intended for those who have, or are about to acquire, supervisory responsibilities. It provides supervisors with an understanding of health, safety, welfare and environmental issues, as well as their legal responsibilities relevant to their work activities. It will highlight the requirement to promote health and safety to supervise effectively.

This course is endorsed by Build UK as the standard training for all supervisors working on Build UK sites

### Aims & Objectives

To ensure that all those given supervisory responsibilities understand:

- why they are carrying out their identified duties
- what is expected of them
- how they contribute to the safety of the workplace

At the end of the course delegates will be able to:

- understand the problems of the industry
- understand how health and safety law is structured, and how it applies to supervisors
- identify how their supervisory role fits in with the management structure in controlling the site safely
- carry out risk assessments and understand the need for method statements
- carry out effective site inductions, toolbox talks and method statement briefings
- monitor site activities effectively
- understand the importance of timely intervention when bad practice is identified.

### Entry Requirements

Delegates should hold or be about to hold the role of a supervisor. Delegates must be competent in English at site supervisor level.

## Delegate Numbers

The minimum number of delegates per course is 4. The maximum number of delegates per course is 20. These are stipulated by the awarding body and are not subject to appeal.

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## Assessment

Assessment will be by an exam paper and the completion of a case study exercise and trainer review. The examination demonstrates to external bodies that the certificate is only awarded to successful delegates following both an assessment and examination. Delegates are expected to be interactive during the course and there is also a mandatory toolbox talk to be completed.

## Exam Details

The examination paper is compulsory and consists of 25 multiple choice questions selected by CITB, covering all aspects of the course.

The examination pass mark is 80% (24 out of 30)

The paper consists of 22 multiple choice questions and 3 short written questions. There are 4 safety critical questions in each exam paper. The delegate must get all 4 of these questions correct to pass the exam. The multiple choice questions are worth 1 point each, whilst written questions can score between 1-3 marks.

The exam paper forms part of the overall assessment as to whether or not a delegate has successfully achieved a satisfactory level of understanding to be awarded the Site Supervision Safety Training Scheme (SSSTS) certificate.

The examination lasts for 30 minutes and must be completed within this time.

Delegates are permitted to use *Site supervision simplified* (GE 706) publication for the last ten minutes of the

Examination period.

## Re-sits Procedure

Where a delegate has achieved 70% in the exercise and the trainer's review, and gained between 70%-77% (21, 22 or 23 out of 30) in the examination or has achieved the 80% pass rate but failed the safety critical questions, the delegate may re-sit the examination. This can either be on the same day or by resitting the exam by attending another course on the final day within a 90 day period (the delegate is not obliged to re-do the day's course).

The training provider must make arrangements with the delegate and ensure that the same examination paper is not used twice.

Subsequent arrangements will be at the delegate's own expense.

Should a delegate fail the re-sit, they will be offered to take the SSSTS course again.

When a delegate scores less than 67% (20 correct answers out of 30) in the final examination, the delegate must attend the full SSSTS course again before they are allowed to re-sit the examination.

## Certification

You will receive a CITB SSSTS Certificate valid for 5 years. It takes approximately 6-8 weeks for the CITB to issue certification.

To ensure you keep your qualification valid, you must attend the 1 day SSSTS Refresher course before the expiry date of your SSSTS certificate (there is no grace period available).

## More details

### Progression

The natural progression from this course would be the Site Management Safety Training Scheme (SMSTS) course.

### Course Publications

Site Supervision Simplified	GE706	mandatory
Toolbox Talks (box materials may be used)	GT700	mandatory (for in-house courses, own company tool box materials may be used)
Shattered Lives	DVD070	mandatory – Tutor copy to be shown on day two

### Programme

#### Module 1

- Health and safety law
- Construction (Design and Management) Regulations 2015 (CDM)
- Health and safety management systems
- Risk assessments and method statements
- Statutory inspections and checks
- Reporting accidents, injuries and ill health
- Leadership and worker engagement

#### Module 2

- Health and welfare of the workforce
- First aid and emergency procedures
- Hazardous substances
- Asbestos
- Dust and fumes
- Noise and vibration
- Manual handling

#### Module 3

- Site set up and security
- Fire prevention and control
- Electricity
- Plant work and equipment

- Lifting operations and lifting equipment

#### Module 4

- Working at height
- Excavations
- Underground and overhead services
- Confined spaces
- Temporary works

#### Module 5

- Environmental awareness
- Pollution
- Waste materials
- Nuisance