

Refuse and Street Cleansing QCFs



WHAT IS WAMITAB?

The **Waste Management Industry Training & Advisory Board (WAMITAB)** was established in 1989 with a remit to determine and advise on policy and standards of education, qualifications and training for all employees in the waste management industry.

WAMITAB is the awarding body for the waste management industry in England, Wales and Northern Ireland and joint awarding body, with Scottish Qualifications Authority, for qualifications in Scotland.

WAMITAB has developed Level 2 QCF covering waste (refuse) collection, recycling, and street cleansing.

WHAT ARE THE BENEFITS OF WAMITAB?

- 1** It will help to promote and maintain the quality of Waste Management in organisations
- 2** It will enhance teamwork and develop relationships with employees, employers and clients.
- 3** It will help organisations identify the skills that their staff possess and make staff aware of their development and progress.
- 4** It may aid with the securing of future contracts or tenders.
- 5** It will help future proof your organisation by bringing clarity and the ability to anticipate areas of improvement.



WHAT ARE QCFs?

QCFs are work-related, competence based qualifications. They reflect the skills and knowledge needed to do a job effectively and show that a candidate is competent in the area of work the QCF framework represents.

QCFs are based on national occupational standards. These standards are statements of performance that describe what competent people in a particular occupation are expected to be able to do. They cover all the main aspects of a job, including current best practice, the ability to adapt to future requirements and the knowledge and understanding that underpin competent performance.

Level 2 QCFs are normally completed in about 3–6 months, although they do not have to be completed within a specified period of time. They can be taken by full-time employees, there are no age limits and usually no special entry requirements.

REFUSE & STREET CLEANSING QCFs

REFUSE – WASTE MANAGEMENT OPERATIONS QCF LEVEL 2

MANDATORY UNITS

Drivers and Operatives are assessed on six mandatory units as follows:

| | | |
|--------------|---|--|
| WM101 | Promote and maintain quality of the organisation's work | This unit deals with the overall quality of the service provided. |
| WM102 | Contribute to the maintenance of a healthy and safe working environment | This unit deals with the general health and safety of working. |
| WM103 | Develop and maintain effective working relationships | This unit deals with relationships. |
| WM104 | Comply with emergency procedures | This unit deals with emergencies associated with waste management facilities |
| WM105 | Work in a team | This unit deals with working successfully with others. |
| WM106 | Maintain information systems to support work | This unit is about the handling of information relevant to work. |

OPTIONAL UNITS

Drivers and Operatives choose four optional units from the following to be assessed on:

| | | |
|--------------|--|--|
| WT101 | Control the removal of Waste | This unit demonstrates staff competence in collection of waste, safe and correct use of vehicle equipment and aftercare of collection and loading sites. |
| WT111 | Contribute to the protection of the environment | This unit demonstrates staff competence in contributing to the protection of the local environment. |
| WT116 | Control the safety of vehicle movements on waste management facilities | This unit demonstrates staff competence in controlling vehicle movements by direction and also monitoring the compliance with regulations. |
| WT119 | Contribute to the maintenance of security in the working environment | This unit demonstrates staff competence in contributing to the maintenance of security , facility, or client premises, and the equipment and materials used there. |
| WT121 | Transport wastes and materials | This unit demonstrates staff competence in operating and controlling a laden vehicle. |
| WT122 | Collect and deliver wastes and materials | This unit demonstrates staff competence in preparing for and carrying out loading and unloading, and that they observe relevant regulations. |



STREET CLEANSING – CLEANING & SUPPORT SERVICES QCF LEVEL 2

MANDATORY UNITS

Drivers and Operatives are assessed on three of the Mandatory Units. Unit 001 and Unit 002; and Unit 003 or Unit 004.

| | | |
|-----------------|--|--|
| Unit 001 | Make sure your own actions reduce risks to health and safety | This unit is for everyone at work (whether paid, unpaid, full or part-time). |
| Unit 002 | Communicate effectively with customers and others | This unit is about communicating politely and effectively with other people that staff might encounter when conducting their work. |
| Unit 003 | Work as a team and develop yourself | This unit is about working with others in the organisation. |
| Unit 004 | Work individually and develop yourself | This unit is about staff working on their own, without the presence of the customer or supervisor. |

OPTIONAL UNITS

Drivers and Operatives choose three of these four Optional Units to be assessed on:

| | | |
|-----------------|-------------------------------------|--|
| Unit 007 | Deal with routine waste | This unit is about handling waste in conjunction with cleaning activities and making sure that the waste collection and holding areas that staff use are kept clean. |
| Unit 016 | Deal with non-routine waste | This unit is about the handling of non-routine waste, which could include for example hazardous waste, such as clinical waste or sharps. |
| Unit 018 | Perform street cleansing manually | This unit is about carrying out street cleansing by hand using a brush and a barrow or cart. |
| Unit 019 | Perform street cleansing by machine | This unit is about carrying out street cleansing using a vehicle or other automated equipment. |

OUR ASSESSORS

All of the assessors have completed our approved assessor training programme and are required to attend standard setting meetings to retain their accreditation. Approved assessors also need to be qualified in or working towards an A1 assessors award or a similarly recognised assessor award.

Our instructors and assessors are very experienced. Between them, they have worked for many years as managers/instructors in the waste industry and/or skills training industry. Most delegates find that their practical hands on approach, makes the assessments easy to understand.

The instructors understand equal opportunities and will make every effort to ensure that all delegates are treated equally with understanding and respect.

FREQUENTLY ASKED QUESTIONS

- 1 Can the Assessments be carried out ‘on the job’?** Yes, assessments are based on observing staff carrying out their normal duties and asking staff verbal questions about what they do as part of their job.
- 2 Do staff have to write up a Portfolio?** No, their Portfolios are completed entirely by their Assessor. Staff just need to sign them in the appropriate places.
- 3 Are there any pre-requisites/minimum qualifications required?** No
- 4 Are there any restrictions on who can be funded?** Yes. Staff who already hold a full QCF Level 2 or above (or equivalent) may not be eligible, we will check this during the registration process.

HOW MUCH DOES IT COST?

There is **no** cost to your organisation. Your only commitment is time and support from Managers/Supervisors in assisting us with planning and making the assessment process run as smoothly as possible. We need to carry out a 3½ hour registration process with all of the staff before starting their assessments, so your support in arranging for staff attendance is critical to the success of the programme.

WHAT DO WE NEED TO DO?

If you would like your operational staff to be assessed for their Level 2 QCF in Waste Management or Street Cleansing this is what you need to do:

- 1** Contact Tim Bottoms or Karen Thompson to arrange an informal meeting with one of our staff.
- 2** Meet with us so that we can explain the process to you; how it all works; and complete a form which enables us to provide your QCF Assessments free of charge.
- 3** Arrange for your staff to attend a 3½ hour Introduction/Registration session. This can be carried out at times that best suit you/your staff, which may be at weekends or at the end of a working day.
- 4** Included as part of the introduction process is the completion of a Basic Literacy Assessment. There is no pass mark for the Literacy Assessment, it is to enable us to comply with the funding requirements and to offer advice to those who want it about how they might be able to improve their Literacy Skills if they want to.
- 5** Agree an Assessment Programme with us. All assessments are carried out on the job, so there is minimal loss of staff time. All of the QCF documentation for each candidate is completed by our assessors based on observations of your staff at work; questions and answers; via photographs/videos and via standard documentation e.g. Driver Check Lists.
- 6** When staff have completed their QCF Qualification we will issue you with certificates for presentation at a suitable time.



OTHER RELEVANT TRAINING

Skills Training Centre Ltd can also provide training for Refuse and Street Cleansing Staff in the following areas. Courses are designed specifically for these staff and are practical and down to earth. These courses are not funded, so need to be paid for in the normal way. Please contact us for current prices.

- ▶ Customer Care
- ▶ Health & Safety Awareness
- ▶ First Aid
- ▶ Manual Handling
- ▶ High Pressure Water Jetting
- ▶ Pigeon Waste Removal (Guano)
- ▶ Needlesticks and Infection Control
- ▶ Banksman (Reversing Vehicles)
- ▶ Fire Safety & Extinguishers
- ▶ COSHH & PPE

FOR MORE INFORMATION

If you would like to discuss your organisations' Refuse and/or Street Cleansing Training/Assessment requirements, please contact Tim Bottoms or Karen Thompson. They will be happy to explain the requirements and assist you in putting in place a programme that is relevant to your staff and the vehicles/equipment that they are required to operate.



Skills Training Centre Ltd

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