

# NVQ Spectator Safety – Level 2 Workbook

## Unit 1 (C29): Prepare for spectator events

### Questions

#### Preparing for stewarding duties

1. What are the basic legal requirements covering the type of events you are involved in?
2. What are your legal responsibilities and powers?
3. List some guidance documents on safety at events and briefly summarise what they contain
4. Why is registration and briefing important?
5. Why is receiving, looking after and returning passes, identification and other resources important?
6. Why is keeping careful notes at briefings important?
7. Why are pre-event routines important?
8. What is meant by 'pre-event timings'?
9. What types of information do you need to record and understand during the Pre-event routines?



- fire hazards

- hygiene hazards

- faulty emergency equipment

14. Describe the correct reporting procedures for the types of physical hazards above

15. Under Health and Safety law what should you do in the event of seeing a potential hazard?

16. Why is it important to communicate with people and colleagues clearly?

17. What sort of actions could endanger yourself and others?

### **Searching for items**

18. Why is it important to collect information on the item being searched for?

19. How would you search the areas listed below

- confined areas

- open areas

- areas where the public is present

- areas where the public is not present

20. What is contained in the safety handbook? Why is this information important?

21. Why do Ground/Venue/Site Regulations have to be complied with?

22. Who has the ultimate responsibility for safety at an event?

**CANDIDATE NAME:** \_\_\_\_\_

Candidate Statement:

I confirm that the work within this exercise is authentic and a true representation of my own work:

Candidate (signature).....

Assessor Statement:

I confirm that this candidate has completed this workbook sufficiently and that the evidence contained that I have assessed is valid, authentic, reliable, current & sufficient:

Assessor (signature).....

Date of Sign off .....

Internal Verification Declaration:

I confirm that I have sampled the candidates work contained in this workbook:

Internal Verifier (signature)..... Date:.....

## Unit 1 (C29): Prepare for spectator events

### Scenario Exercises

**A)** You have just booked on duty and collected your radio and uniform/tabard/ID. Upon carrying out your pre-event safety check, you find a fire bucket has been emptied, the toilets are full to overflow and you have not been handed a key you were expecting to have for a locked emergency access route.

What action do you take?

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(Referencing: Pg 41 - C29.2:1,3,4,5,6,8. Pg 42 – A1, A3, B1, B3, B4, B5, C3, D1. Pg 45-6 - K12, K14, K15, K16, K17, K19)

**B)** You are on the way to your post to start on duty. You see a rucksack located in an unusual place that does not appear to have an owner. What action do you take?

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(Referencing: Pg 41 – C29.2:2,3,4,5,6,7,8. Pg 42 – B1, B2, C3, D2. Pg 45-6: K10, K17, K18, K19, K20)

**C)** You have just been told by your supervisor via your radio that there is a report of broken glass in an area nearby to you where the public are present and some may be in bare feet.

What action do you take?

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(Referencing: Pg 41; C29.23,4,5,7. Pg 42 – B1, C3, D1. Pg 43 – C29.3.2,4,5 & A3. Pg 45-6: K13, K14, K16, K20, K21)

**D)** List the types of documents and other physical information that can assist you in preparing for spectator events.

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(Referencing; Pg 45-6: K3, K10, K22)

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