**Checklist – Hosting industry placement students on construction sites**

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| Category | Key Factors | Yes | No |
| Health and safety | 1. Awareness - the student receives a comprehensive health and safety awareness programme and is given onsite safety information in a language and format that is easily understandable, including how to report any hazards or concerns |  |  |
| 1. Suitable work – tasks and projects assigned to the student are appropriate for their age, experience, and physical capabilities and do not involve hazardous activities such as working at heights, operating heavy machinery, or handling hazardous materials |  |  |
| 1. Supervision and training – adequate supervision and ongoing training are provided on safe work practices, emergency procedures, and the proper use of equipment |  |  |
| Legal, compliance and insurance | 1. Working hours – the student does not work more than 8 hours a day or 40 hours a week, or night shifts; they have a minimum 30-minute break every 4.5 hours, 12 hours rest in any 24-hour period and 48 hours rest each week |  |  |
| 1. Employment rights – the student understands their right to annual leave and protection against unfair dismissal, and not to be subjected to discrimination or harassment while on site |  |  |
| 1. Insurance – your employers’ liability insurance policy is provided by a member of the Association of British Insurers or Lloyds; the insurer has been informed if the student’ placement on site lasts more than two weeks |  |  |
| Transport and access | 1. Travel – suitable arrangements have been made for the student to get to and from the site safely and to arrive and leave at appropriate times |  |  |
| 1. Cost of travel – the student is reimbursed for the extra costs of travelling to and from the site |  |  |
| 1. Access – entry to the site and to the different work areas on site are controlled to ensure the student’s safety |  |  |
| Site-specific safety induction | 1. Risk awareness – the student is given a thorough overview of hazards, emergency procedures, and safety rules before going on site or into new work areas for the first time |  |  |
| 1. Personal protective equipment (PPE) – the student is trained in the proper use and importance of PPE, such as hard hat, safety boots, high-visibility clothing, and any other necessary gear |  |  |
| 1. Equipment – detailed instruction is given on the safe operation of any tools or machinery the student will be using on site, and students are supervised until they are deemed to be competent and safe |  |  |
| Supervision and monitoring | 1. Supervision – the student is always under the supervision of a qualified professional when on site, especially when working on hazardous tasks |  |  |
| 1. Mentoring – an experienced worker is assigned to guide and support the student, answer questions and provide hands-on assistance |  |  |
| 1. Monitoring – frequent check-ins are held with the student to monitor progress, address any concerns and provide feedback |  |  |
| Skills | 1. Practical skills – the student is able to gain hands-on experience with various construction techniques, tools, and equipment that are used on the site |  |  |
| 1. Technical knowledge – the student can deepen their understanding of how construction principles, regulations, and industry standards apply on site |  |  |
| 1. Professional behaviours – the student can learn how to conduct themselves professionally in a variety of situations that arise on site, including dealing with deadlines and possible conflicts |  |  |
| Attributes | 1. Self-reliance – the tasks and projects the student carries out on site helps them to develop confidence in their abilities to work independently, take on new challenges and be given additional responsibilities |  |  |
| 1. Adaptability – the student has the opportunity to show that they can thrive in a dynamic and often demanding construction environment |  |  |
| 1. Problem-solving – tackling the real-world challenges found on site allows the student to develop their abilities in understanding problems and finding solutions |  |  |