

## Overview

This standard identifies the requirements when leading a healthy and safe workplace. This includes modelling, monitoring and the continuous improvement of health, safety and security policies, procedures and practices.

## Performance criteria

### *You must be able to:*

1. identify and agree the roles and responsibilities of yourself, individuals and others in maintaining a healthy and safe workplace
2. provide access to health, safety and security procedures and risk assessments
3. provide guidance and support others to maintain their own personal hygiene, health, and appearance to support a healthy and safe workplace
4. promote a culture of mental health and wellbeing awareness and monitor and action workplace concerns
5. empower others to identify and report workplace concerns
6. implement policies and practices which minimise violent, threatening or abusive behaviour
7. lead best practice on security in the workplace and encourage individuals and others to do so
8. respond to situations that present a health and safety hazard or emergency and manage or support the situation
9. ensure individuals or others involved in hazards or emergencies are debriefed and supported
10. manage the practice of others to ensure healthy and safe workplace practices are followed
11. support opportunities for improvement to prevent or minimise hazards or emergencies
12. lead on the provision of positive risk taking for individuals and support others to use risk management procedures
13. develop and maintain emergency response plans
14. support and empower others to prepare for emergency situations by providing access to emergency response plans and individual risk assessments
15. provide others with access to workplace health and safety learning and development
16. provide opportunities for individuals and others to plan, monitor and provide feedback on the health, safety and security of the workplace
17. work in collaboration with others to ensure any identified changes are reviewed and actioned where required
18. investigate workplace accidents and near misses to prevent recurrence
19. complete records and reports required for leading a healthy and safe

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workplace, and support others to do so

20. reflect on how you carried out your roles and responsibilities to lead a healthy and safe workplace

## Knowledge and understanding

### *You need to know and understand:*

1. how to lead practice on personal hygiene, health and appearance and the role this has in a healthy and safe workplace
2. how to lead on infection prevention and control practices and the use of personal protective equipment
3. how to maintain a healthy work-life balance and the importance of modelling this practice
4. the common causes of workplace stress and how to effectively manage them
5. how to lead on dignity, kindness and compassion when promoting a healthy and safe workplace
6. how to use digital tools and devices to lead a healthy and safe workplace
7. how to provide access and support others to follow health, safety and security procedures and risk assessments
8. the risk management procedures used to support positive risk taking for individuals
9. the influence of neurodivergence and additional needs on health and safety risk assessments
10. different types of health and safety hazards that may occur in your workplace and how to address them
11. different types of emergencies that may occur in your workplace and how to address them
12. how role, responsibilities and location influence how hazards and emergencies are dealt with
13. how to model and support emotional regulation during workplace pressures
14. the types of support available to individuals and others involved in hazardous and emergency situations
15. how to lead on the application of trauma informed principles in a healthy and safe workplace
16. your leadership responsibilities to keep yourself, individuals and others safe in the workplace
17. the influence of culture and background on perceptions of health and safety hazards
18. the types of security procedures required to ensure a safe and secure workplace

19. types of security concerns and how to deal with them
20. key considerations and workplace procedures to support those who are lone working
21. strategies to prevent violent, threatening or abusive behaviour in the workplace
22. how to investigate workplace accidents and near misses to prevent recurrence
23. how to develop and maintain emergency response plans and why these are important
24. how to monitor and empower others to carry out emergency drills
25. the records and reports required for leading a healthy and safe workplace
26. theories relevant to leading a healthy and safe workplace
27. the relevant legal requirements, standards of practice, frameworks and guidance for leading a healthy and safe workplace
28. the workplace requirements on equality, diversity, inclusion, and rights when leading a healthy and safe workplace
29. how to work with in partnership with others to lead a healthy and safe workplace
30. how your personal experiences and unconscious bias may impact when leading a healthy and safe workplace, and how to address this
31. the role of supervision, reflective practice and learning and development in leading a healthy and safe workplace

## Glossary

The glossary for this National Occupational Standard is available on the Skills for Care and Development website.

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