



**SAFETY, HEALTH & ENVIRONMENT
TECHNICIAN APPRENTICESHIP**

#REACHWITHRHG

🌱 **What is a Safety, Health and Environment Apprenticeship?**

The SHE Technician will work with the management team of the organisation to advise on the statutory health, safety and environmental requirements.

They will assist the management team in ensuring that the legal and company SHE requirements are implemented. On a daily basis the SHE Technician will assist to develop, review and check on the implementation of safe systems of work, deliver training (e.g. toolbox talks & inductions), investigate incidents, analyse data and present findings to the management team.

You will be responsible for supporting the embedding of a safety culture by inspiring and influencing others to see the benefit of working responsibly, understanding the legal framework and showing how safety, health and environmental management can enhance operational activities.

Level 3	Typically runs for 15-21 months	Minimum of 370 off the job hours
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🌱 **Topics covered:**

- Identifying and evaluating hazards to mitigate risk
- How a SHE management system works
- How to plan for Safety, Health or Environmental emergencies
- How people think and why they make decisions which can lead to risk
- The moral and legal responsibilities for health and safety



🌱 **Who is it for?**

This apprenticeship is suited to individuals with a broad scope of responsibilities and exposure to a wide range of tasks such as those listed above.

Typically, applicants will have 5 GCSEs or equivalent at grade C or above. If not already achieved, then Level 2 in English and maths will be required prior to end-point assessment for those aged under 19.

🌱 **What qualifications will you gain?**

In addition to the apprenticeship, we also offer an added value qualification of the RHG approved Level 4 Accident Investigation course.

🌱 **Want to know more?**

Read more about the programmes we offer on our website at www.rhgconsult.co.uk or contact us directly and we will be happy to answer your questions and give you more detail on the apprenticeship programmes we offer, how to access funding or even how to hire staff.



The apprenticeship standard journey



🌱 **What do our learners say?**

I have thoroughly enjoyed my apprenticeship; it has given me the opportunity to apply my knowledge practically within the workplace and make a real difference. I have particularly enjoyed engaging with other learners in my cohort, hearing about their roles and experiences, and understanding how health and safety is applied across different industries.

The EPA preparation was extremely beneficial and played a key part in helping me achieve a distinction. The support and guidance I received throughout the programme have been invaluable, and I would like to thank everyone at RHG for their encouragement and assistance throughout my apprenticeship journey.

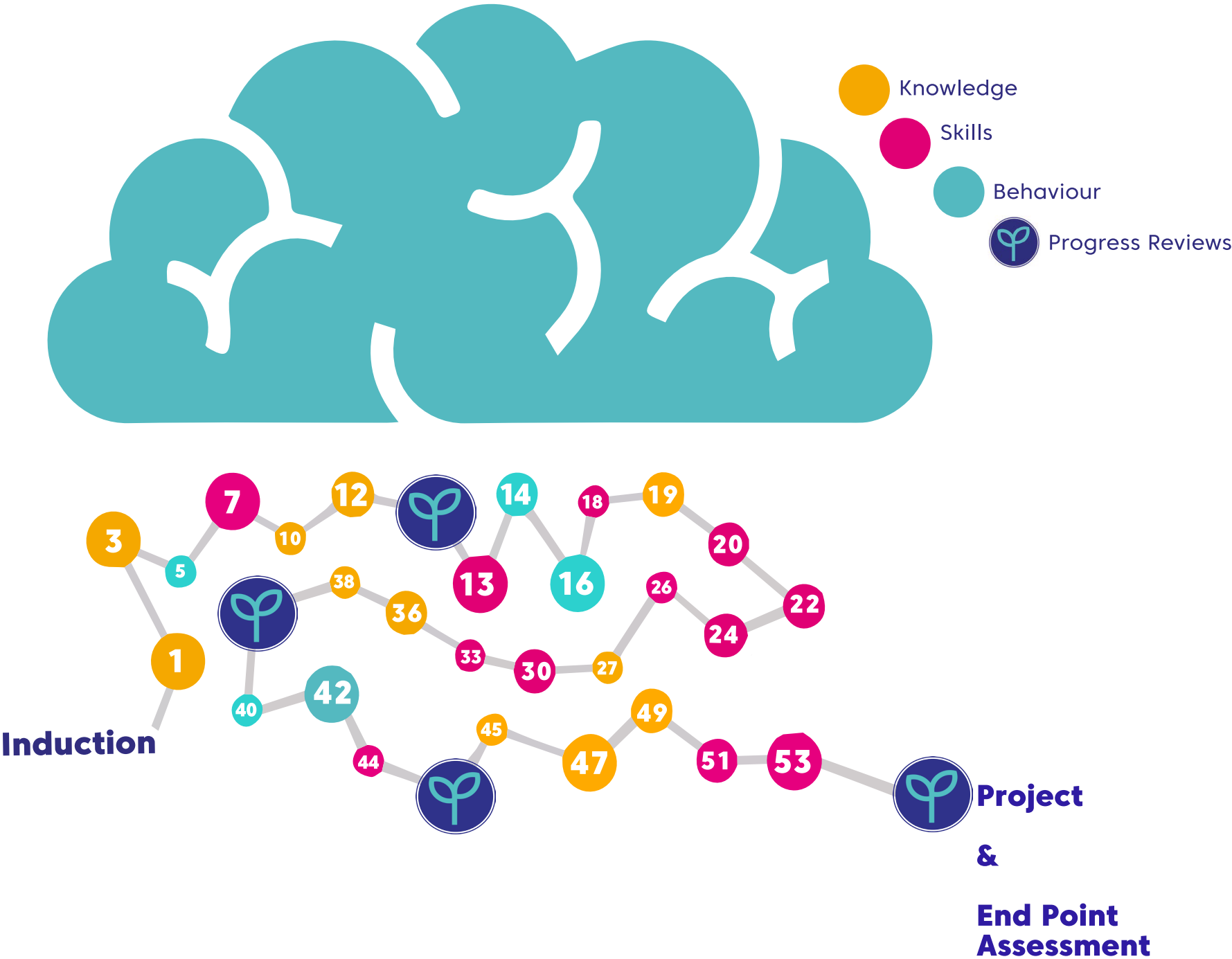
🌱 **What do employers say?**

Bryn has shown excellent commitment and professionalism throughout his apprenticeship. He has consistently applied his learning within the workplace, demonstrating a clear understanding of HSE principles and how to implement them effectively. Bryn's confidence has grown significantly, and he now takes greater ownership of his responsibilities, often identifying potential improvements and contributing positively to the wider team. He is proactive, reliable, and eager to develop further, which has made a noticeable impact within our operations. I am keen for Bryn to continue his development by completing the NEBOSH Diploma in the future. Bryn has become a valued member of the team, and I look forward to supporting his continued progression within the HSE profession.

The role of a Safety Health and Environment professional has never been more important. Championing safer workplaces, healthier lives, and a greener future they are pivotal in every workplace.

SAFETY, HEALTH & ENVIRONMENT TECHNICIAN

Mindmap of weekly timescales



Week

No.	Learning Unit
1	The moral reasons for good SHE working practices
3	Statutory health, safety and environmental legislation
5	Communicate effectively
7	Present and hold an audience's attention
10	Hazard identification and risk assessment
12	The range of work activities in a given situation
	PROGRESS REVIEW
13	Identifies the hazards and evaluates different workplaces
14	Applies the code of ethics
16	Use their professional judgement
18	Prepare and maintain records
19	How a SHE Management system works
20	Assist the management team in SHE Management Systems
22	Advise on the implementation of the company's SHE policies
24	Assist in SHE inspections and monitoring systems
26	Assists with monitoring, analysis and reporting
27	Implementing different campaigns in the workplace
30	Assist the management team
33	Situations where the activity will benefit from contributions
36	How to plan and have systems in place to manage change
38	Understanding how to manage a successful campaign
	PROGRESS REVIEW
40	Work effectively in a team
42	Contribute to a positive SHE culture
44	Research SHE Issues and best practices
	PROGRESS REVIEW
45	How to plan for SHE emergencies
47	Theories for incident causation and prevention
49	How to write and present a business justification
51	Recognise where decisions have a financial cost
53	Manage the investigation of accidents and other incidents
	GATEWAY REVIEW
	Completion of a SHE Improvement Project
	END POINT ASSESSMENT



End point assessment explained



Creates and submits a portfolio of evidence and completes a project submitting a report ready for a presentation. Completes a two hour theory test followed 10-14 days later by the project presentation and professional discussion.

Plays no part in the actual assessment but prepares the apprentice by means of mock papers, professional discussions and presentation feedback.

Assess and grade the apprentice based on the theory test answers, project presentation and professional discussion. Sends out results within 21 days.



Knowledge exam?
Knowledge of the core standard tested through 11 multiple choice and 11 open answer questions requiring references to workplace examples and or experiences.

Did you know?
All three components of the end-point assessment must be passed for the apprentice to be deemed competent. Each criteria has a pass and a distinction achievement level.

Workplace project assessed by means of a presentation?
Demonstration of skills and behaviours through a workplace project carried out. A written report is prepared and assessed through a presentation followed by question and answer session on the outcomes.

Professional Discussion
Based on a portfolio of evidence from workplace activities, the discussion will cover skills and behaviours that have been applied and can be evidenced across the standard.



FAQs

We have compiled a list of frequently asked questions so whether you're looking to grow your team by hiring new members, or up skill your current workforce, you can gain maximum benefits from apprenticeship schemes.

Background

The Apprenticeship Levy was introduced from 6 April 2017 to inspire employees to expand existing and introduce new apprenticeship schemes.

Here at RHG, we help employers to deliver high-quality, professional apprenticeship programmes to grow existing employees by closing skills gaps and hire new team members.

What is the Apprenticeship levy?

The Apprenticeship Levy is a compulsory levy on employers that is used to fund the delivery of and increase the quantity and quality of apprenticeships within the UK.

Who has to pay the levy?

From April 2017, UK employers within the private and public sector with a bill of over £3 million pay the Apprenticeship Levy.

Non-levy paying employers will contribute 5% towards the cost of training and assessing apprentices, with the government paying the remaining 95%.

How much do organisations pay?

The levy is set at 0.5% of an organisation's pay bill, however employers receive a £15,000 annual allowance to offset against the levy.

How are levy payments made?

HM Revenue and Customs (HMRC) will collect monthly payments. Businesses are required to calculate and report the levy that they owe each month.

What happens to the levy?

The payments made by levy-paying organisations go into the Digital Apprenticeship Service account where employers can get access to funding as well as find relevant apprenticeships and training providers.



How can funds be accessed?

Levy-paying employers can access their Apprenticeship Levy contributions through their Digital Apprenticeship Service (DAS) account to pay for their apprenticeship training.

For non levy-paying organisations please contact us or visit <https://www.apprenticeships.gov.uk/employer/funding-an-apprenticeship-non-levy#>

How are funds spent?

The funding can be put towards the cost of training and assessments within the apprenticeship and can only be used with an approved training provider who is on the register of apprenticeship training providers.

Are there any funding rules?

Yes, and a key one is that apprentices must be permitted dedicated time from their working week to achieve the programme off the job hours

Who can become an apprentice? Is there a time limit to spend the levy funds?

The apprenticeship scheme is available for both new and existing employees to enable you to develop existing team members, as long as they meet eligibility criteria. There are no age restrictions on the apprenticeship scheme.

Levy funds will expire 24 months after they enter the account unless they are spent on apprenticeship training.



Did you know?

A 10% top-up is applied by the government to funds added into the account. So for every £1 an employer adds, the organisation has £1.10 to spend on apprenticeships.



How do I find out more?

Contact us today to discuss how you could fill skills gaps within your existing team, hire new team members through the apprenticeship scheme or for more information about the Apprenticeship Levy.

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