



GCSE MARKING SCHEME

PREPARATION FOR WORKING LIFE

SUMMER 2013

INTRODUCTION

The marking schemes which follow were those used by WJEC for the Summer 2013 examination in GCSE PREPARATION FOR WORKING LIFE. They were finalised after detailed discussion at examiners' conferences by all the examiners involved in the assessment. The conferences were held shortly after the papers were taken so that reference could be made to the full range of candidates' responses, with photocopied scripts forming the basis of discussion. The aim of the conferences was to ensure that the marking schemes were interpreted and applied in the same way by all examiners.

It is hoped that this information will be of assistance to centres but it is recognised at the same time that, without the benefit of participation in the examiners' conferences, teachers may have different views on certain matters of detail or interpretation.

WJEC regrets that it cannot enter into any discussion or correspondence about these marking schemes.

GCSE PREPARATION FOR WORKING LIFE (SHORT COURSE)

MARK SCHEME - SUMMER 2013

SECTION A

Question	Answer	Mark allocation
1 (a)	<p>State two ill-health effects caused by excessive noise in the workplace.</p> <p>1 mark for each correct answer:</p> <ul style="list-style-type: none">• Temporary deafness• Permanent deafness• Tinnitus, temporary or permanent• Trauma to eardrum/middle ear• Loss of some sound frequencies• Headache	2
1 (b)	<p>List two occupations or industries where there may be risk to workers from excessive noise.</p> <p>1 mark for each correct answer.</p> <p>Answers may include reference to:</p> <ul style="list-style-type: none">• Construction/road work• Factory work• Music venues• Pubs/clubs• Airports military situations• Farming (e.g. tractor driving)	2
1 (c)	<p>State two types of personal ear protection that could be used by workers in a noisy workplace.</p> <p>1 mark each for:</p> <ul style="list-style-type: none">• Earplugs• Ear Defenders	2
1 (d)	<p>Explain two methods of reducing the actual level of noise in a workplace.</p> <p>1 mark for each correct explanation.</p> <p>Answers may include reference to:</p> <ul style="list-style-type: none">• Enclosures/screens around noise source• Isolation of noise/workers in separate areas• Silencer on noisy machines• Replace noisy machine with quieter model• Provide acoustic wall/ceiling panels• Control length of time workers are exposed to noise	2

Question	Answer	Mark allocation															
2	<p>Using your knowledge of workplace health and safety signs, complete the following chart.</p> <p>1 mark for each correct answer</p> <table border="1" data-bbox="352 421 1214 600"> <thead> <tr> <th data-bbox="352 421 639 465">COLOUR</th> <th data-bbox="639 421 927 465">DEFINITION</th> <th data-bbox="927 421 1214 465">EXAMPLE</th> </tr> </thead> <tbody> <tr> <td data-bbox="352 465 639 499"></td> <td data-bbox="639 465 927 499">Prohibition sign</td> <td data-bbox="927 465 1214 499">No smoking</td> </tr> <tr> <td data-bbox="352 499 639 533">Yellow</td> <td data-bbox="639 499 927 533"></td> <td data-bbox="927 499 1214 533">Slippery floor</td> </tr> <tr> <td data-bbox="352 533 639 566">Blue</td> <td data-bbox="639 533 927 566">Mandatory</td> <td data-bbox="927 533 1214 566"></td> </tr> <tr> <td data-bbox="352 566 639 600">Green</td> <td data-bbox="639 566 927 600"></td> <td data-bbox="927 566 1214 600">Fire exit</td> </tr> </tbody> </table>	COLOUR	DEFINITION	EXAMPLE		Prohibition sign	No smoking	Yellow		Slippery floor	Blue	Mandatory		Green		Fire exit	8
COLOUR	DEFINITION	EXAMPLE															
	Prohibition sign	No smoking															
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3 (a)	<p>Explain what is meant by a service industry and give an example.</p> <p>1 mark for definition and 1 mark for suitable example.</p> <p>A service industry is one where no goods are produced: a service only is provided to businesses and customers.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Banking • Communications • Retail trade • Health and beauty • Hospitality • Government 	2															
3 (b)	<p>State an example of a manufacturing industry.</p> <p>1 mark for correct example.</p> <p>Answers may refer to:</p> <ul style="list-style-type: none"> • Agriculture • Mining • Construction • Factory production 	1															
3 (c)	<p>Explain what is meant by flexible working practices.</p> <p>1 mark for basic definition:</p> <p>Not working within set times decided by an employer</p> <p>2 marks for a fuller answer:</p> <p>Flexible working means the employee can organise the hours worked, the times of starting and finishing work and the location of work by agreement with an employer.</p>	2															

Question	Answer	Mark allocation
3 (d)	<p>Explain the term 'job-sharing'.</p> <p>1 mark for basic definition: Two people share a job</p> <p>2 marks for a fuller answer: One full-time job is split between two part-time workers who agree the hours and tasks between them.</p>	2
4 (a)	<p>State two responsibilities that employers have to ensure health and safety in workplaces.</p> <p>1 mark for each correct responsibility:</p> <ul style="list-style-type: none"> • Provide and maintain premises and equipment that are safe • Ensure workplace meets all legal requirements • Provide supervision, information and training (for H & S) • Provide a written health and safety policy to all employees • Provide PPE as necessary • Provide a qualified first aider • Provide an accident book 	2
4 (b)	<p>State one responsibility that employees have to ensure health and safety in the workplace.</p> <p>1 mark for correct answer:</p> <ul style="list-style-type: none"> • Take reasonable care for health and safety of themselves and others • Comply with all the health and safety policies/rules of the workplace • Not interfere or misuse anything provided for health and safety • Report all accidents and injuries • Complete health forms and monitoring forms • Wear/use any PPE provided 	1
4 (c)	<p>Describe the duties of an Environmental Health Officer.</p> <p>1 mark for each correct duty identified:</p> <ul style="list-style-type: none"> • Ensure that places where people live are safe and hygienic • Ensure that places where people work are safe and hygienic • Inspect premises to see health and safety laws are being followed • Inspect places where food is prepared and sold • Issue notices if premises are unsafe or unhygienic • Prosecute businesses under health and safety regulations • Control of communicable diseases with local health authority • Control of land and atmospheric pollution • Noise control 	4

SECTION B

Question	Answer	Mark allocation
5 (a)	<p>Explain what is meant by manual handling.</p> <p>1 mark for basic definition: Lifting something heavy</p> <p>2 marks for a fuller answer: Using the body to lift, carry push or pull a load</p>	2
5 (b)	<p>List examples of injuries that could be caused by incorrect manual handling.</p> <p>1 mark for each correct answer:</p> <ul style="list-style-type: none"> • Ruptured discs • Fractures • Cuts • Crushing to parts of the body • Sprained ligaments • Sprained tendons • Muscular injuries • Trapped nerves • Hernias 	2
5 (c)	<p>Explain the ways in which the risk of injury can be reduced when manual handling.</p> <p>Allow up to 2 marks each for any three explanations.</p> <p>Answers may refer to:</p> <ul style="list-style-type: none"> • Carry out risk assessments of the task, deciding what the risks are and how these can be removed or reduced by control measures. • Provide mechanical means of moving items, e.g. sack trucks, conveyor belts, lifts, forklift trucks. • Redesign the task; reduce the size and weight of loads, make them easier to grasp, build in rest periods. • Give training in good manual handling techniques – e.g. forbid untrained, pregnant women and people with health problems to attempt manual handling. • Ensure the surroundings are safe, floors, lighting etc; remove obstructions, provide appropriate PPE. • Remove the need to carry out manual handling at all by redesigning the workplace so that items do not need to be moved. 	6
6 (a)	<p>Explain what is meant by an occupational illness.</p> <p>1 mark for basic definition: An illness you get from work</p> <p>2 marks for a fuller answer: An acute or chronic illness caused by the activity, the equipment, the materials or the environment at work.</p>	2

Question	Answer	Mark allocation
6 (b)	<p>State two examples of an occupational illness.</p> <p>1 mark for each appropriate illness:</p> <ul style="list-style-type: none"> • Skin diseases • Blood poisoning • Respiratory diseases • Cancer • Birth defects • Poisoning; e.g. lead • Disorders of central nervous system/ white finger • Damage to internal organs • Lung damage • Eye problems • Hearing problems 	2
6 (c)	<p>Explain how employers would identify and prevent occupational health hazards.</p> <p>Allow up to 2 marks each for any three explanations.</p> <p>Answers may refer to:</p> <ul style="list-style-type: none"> • Every activity, all equipment and materials should be risk assessed for likely hazard and risk to cause harm and if possible avoided altogether. • Workers should be constantly monitored for signs of ill health or susceptibility to a hazard. • Control measures could be used as isolation, enclosure, ventilation, etc. • Workers exposure time to the hazard could be reduced and welfare facilities provided such as washing to remove dust etc. • First aid and emergency facilities should be provided at all times. • Training could be given in work based hazards and the measures workers should take to protect themselves and the first symptoms. • All parts of the business should be subject to regular inspections, supervision and maintenance. 	6

SECTION C

Question	Answer	Mark allocation
7 (a)	<p>State two reasons why all accidents should be recorded in an accident book.</p> <p>1 mark for each reason:</p> <ul style="list-style-type: none"> • So that management can investigate the circumstances • So that control measures can be put in place • Some accidents have to be reported to enforcement authorities • To find out if someone was responsible • To provide a written record in case of legal ramifications 	2
7 (b)	<p>Discuss whether Iwan has a case for claiming compensation for his injury either from his employer, or from the contractors that erected the scaffolding.</p> <p>Level 1 Candidate simply agrees or disagrees that Iwan could claim from one or the other, citing reasons why. E.g. 'the contractor is liable because the pole should not have fallen on Iwan'. Communication will tend to be impeded by poor expression on occasions.</p> <p>Level 2 Candidate recalls knowledge and demonstrates an understanding of some of the issues involved on both sides. The answer will include a range of suggestions with evidence of discussion about the problems involved, such as, 'the contractor is partly to blame because the pole should not have come loose, but Iwan should not have taken his helmet off'. Expression is adequate to convey meaning, though errors are likely to be apparent.</p> <p>Level 3 Candidate recalls knowledge and demonstrates a comprehensive and clear understanding of the responsibility of all three parties for health and safety. The answer will include a wide range of realistic statements with evidence of detailed discussion. The response is well structured and clearly expressed, with few errors.</p> <p>Answers:</p> <ul style="list-style-type: none"> • The building site employer has a duty of care to ensure safety of employees. • The building site employer has a duty of care to ensure employees follow all health and safety rules. • The scaffolding contractor also has a duty of care to ensure safety of employees and others on the site. • Scaffolding pole was obviously incorrectly fixed – but not checked; both employers liable. • Iwan failed to follow health and safety rules by removing his safety helmet. • He may have breached guidelines on use of his mobile phone at work. <p>But in the end the two employers are liable and would be prosecuted.</p> <p>Iwan could be awarded some compensation because employers should have made sure all rules are followed at all times.</p>	<p>8</p> <p>1-3</p> <p>4-6</p> <p>7-8</p>

Question	Answer	Mark allocation
8 (a)	<p>The Equalities Act 2010 covers nine protected characteristics which cannot be used as a reason to treat people unfairly. One of the characteristics is disability. State two of the other characteristics.</p> <p>1 mark for each correct characteristic:</p> <ul style="list-style-type: none"> • Age • Gender reassignment • Marriage and civil partnership • Pregnancy and maternity • Race • Religion or belief • Sex • Sexual orientation 	2
8 (b)	<p>Discuss the rights and responsibilities of both Sian and her employer regarding her return to work in her telephone sales job.</p> <p>Level 1 Candidate simply agrees or disagrees with the suggestion that Sian has a right to return to her old job, citing reasons why; such as, 'she is still able to do the job in a wheelchair'. Communication will tend to be impeded by poor expression on occasions.</p> <p>Level 2 Candidate recalls knowledge and demonstrates an understanding of disability law, but also discusses some of the problems involved.; such as whether Sian could get into the building and does the employer have to have a lift. The answer will include a range of suggestions with evidence of discussion. Expression is adequate to convey meaning, though errors are likely to be apparent.</p> <p>Level 3 Candidate recalls knowledge and demonstrates a comprehensive understanding of disability legislation in the workplace. The answer will include a wide range of suggestions with evidence of detailed discussion regarding how far an employer is reasonably expected to make changes in the workplace. Sian's rights and responsibilities must be discussed in detail. The response is well structured and clearly expressed, with few errors.</p> <p>Answers:</p> <ul style="list-style-type: none"> • It is against the law for employers to refuse to employ a disabled person on grounds of their disability. • Mention of the Equality Act 2010. • Employers have to make reasonable adjustments to the workplace or change the way that the employment is structured; i.e. place/hours, removing physical barriers. • Employers have a duty to provide extra support for a disabled person in the workplace. • Sian knows the job already. • Sian is able to do the job despite the loss of a leg. • However, an employer is able, under the act, to claim that there is a reason why a disabled person cannot be employed; e.g. if they are unable to install a lift to the fourth floor of a building not owned by the business, if Sian would have to work unsocial hours where safety might be an issue. • Or any adjustments are not affordable by the business. • Or where the adjustment would have a serious effect on other people in the workplace. 	<p>8</p> <p>1-3</p> <p>4-6</p> <p>7-8</p>



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