

Unit Title: Keeping the Work Area Clean, Tidy and Safe in a Retail Environment	
Level:	Entry Three
Credit Value:	3
GLH:	30
OCNLR Unit Code:	BC3/E3/LQ/002
Ofqual Unit Reference Number:	F/504/8178

This unit has 3 learning outcomes

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Know how to clean work areas in a retail environment.	1.1. State why it is important to keep the work area clean and tidy. 1.2. Follow instructions to clean the work area in a retail environment.
2. Know how to dispose of waste and rubbish safely in a retail environment.	2.1. Dispose of different types of waste and rubbish safely in a retail environment.
3. Know how to ask for help in an accident or emergency in a retail environment.	3.1. State the types of accidents and emergencies that may take place in a retail environment. 3.2. Identify who to ask for help in case of an accident or emergency. 3.3. Respond to instructions given by senior staff in a retail environment.

Assessment

The grid below gives details of the assessment activities to be used with the unit attached. Please refer to the OCN London Assessment Definitions document for definitions of each activity and the expectations for assessment practice and evidence for verification.

P = Prescribed This assessment method *must* be used to assess all or part of the unit.

O = Optional This assessment method *could* be used to assess all or part of the unit.

Case Study		Project	
Written question & answer/test/exam		Role play/simulation	O
Essay		Practical demonstration	P
Report		Group discussion	
Oral question and answer	O	Performance/exhibition	
Written description	O	Production of artefact	