

CCSCV15 SQA Unit Code H8Y3 04

Contribute to the care of items within a cultural venue



Overview

This unit is about caring for items in the appropriate manner. You will be required to confirm with the appropriate people the care requirements and risks associated with items. You will be required to implement the care for items in accordance with procedures identified. You will be required to demonstrate the ability to be proactive in the workplace.

Performance criteria

- You must be able to:*
- P1 care for items according to specified care procedures and schedules in line with organisational requirements
 - P2 confirm with the appropriate people the handling procedures for items
 - P3 confirm with the appropriate people any particular risks associated with the care procedures for items
 - P4 identify any difficulties in achieving the care requirements, and inform the appropriate people
 - P5 monitor and control environmental conditions according to care requirements
 - P6 identify indications of a change in the condition of items
 - P7 ascertain, wherever possible, the reasons for any changes in the condition of items
 - P8 provide the appropriate people with information on the condition of items and the care procedures that have been undertaken
 - P9 maintain the health and safety of people and the security of all items at all times

Knowledge and understanding

You need to know and understand:

- K1 your organisations procedures and schedules for care of items
- K2 handling procedures for items within your care
- K3 risks associated with the care procedures for items within your care
- K4 who to inform in the event of any difficulties in achieving the care requirements
- K5 the appropriate environmental conditions required for specific items and how these are controlled
- K6 indications of a change in the condition of items and what the reason for the changes may be
- K7 to whom you should provide information on the condition of items and the care procedures that have been undertaken

CCSCV15 SQA Unit Code H8Y3 04

Contribute to the care of items within a cultural venue

Developed by	Creative and Cultural Skills
Version number	1
Date approved	March 2008
Indicative review date	March 2010
Validity	Current
Status	Original
Originating organisation	Creative and Cultural Skills
Original URN	CV15
Relevant occupations	Arts, Media and Publishing; Crafts, creative arts and design; Artistic and Literary Occupations; General; Elementary Cleaning Occupations
Suite	Cultural Venue Operations
Key words	care, protect, damage, look after, collections, items, artefacts, valuables,