

# ASTPC207 - SQA Code HC8R 04

## Maintain grounds of premises and facilities



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### Overview

This unit is about working outside to maintain grounds. It is about tending a range of different areas associated with the premises and could include gardens, hard surfaces such as play areas, artificial sports pitches, gullies and grassed areas. It is also relevant to other areas such as courtyards and car parks, for example.

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### Performance criteria

- You must be able to:*
- P1 carry out maintenance when the weather and ground conditions are suitable
  - P2 choose the hand tools and equipment that are most appropriate for the task
  - P3 make sure you wear the necessary personal protective equipment required by your work instructions
  - P4 where appropriate, promote the health of plants and grass through the use of appropriate maintenance methods
  - P5 minimise damage and any other negative environmental impact when maintaining grounds
  - P6 clear any unwanted debris from the area
  - P7 identify the nature of the debris or litter, including hazardous items such as sharps
  - P8 dispose of unwanted debris and litter appropriately
  - P9 report promptly and to the right person, problems affecting the maintenance of the area
  - P10 where appropriate, report hazardous items to the relevant person, or seek advice on their removal and disposal
  - P11 use the appropriate methods for removing debris and litter from the ground surface
  - P12 ensure on completion of work that the area meets the requirements of the specification

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### Knowledge and understanding

*You need to know and understand:*

- K1 what the relevant health, safety and organisational requirements are regarding the preparation and use of resources, and the possible consequences of failing to comply with these requirements
- K2 why it is important to only carry out maintenance when the weather and ground conditions are suitable
- K3 the type of weather and ground conditions that are suitable for conducting grounds maintenance, and those that are not
- K4 the procedures for carrying out work in inclement weather
- K5 the tools and equipment available for use and which are the most appropriate for the work
- K6 the required personal protective equipment (ppe) and why it is important to wear it
- K7 where appropriate, the methods that need to be used to promote healthy growth in the plants and grass you are maintaining
- K8 how and where unwanted debris and litter should be disposed of
- K9 the types of domestic litter, vegetation, sharps and body emissions that may have to be removed from grounds
- K10 why it is important to correctly identify the nature of the debris and litter
- K11 the appropriate methods for removing different types of debris and litter
- K12 to whom to address queries regarding the safe disposal of sharps and other hazardous material
- K13 what the requirements are regarding the segregation of litter, why these must be adhered to, and the possible consequences of failing to adhere to them
- K14 the collection point/s to which litter containers must be transferred

The candidate and assessor must only sign below when all Performance Criteria and Knowledge points have been met.

**Unit assessed as being complete**

<b>Candidate's Name:</b>	
<b>Candidate's Signature:</b>	
<b>Date submitted to assessor as complete:</b>	

<b>Assessor's Name:</b>	
<b>Assessor's Signature:</b>	
<b>Date assessed as complete:</b>	

**Internal Verification —**

to be completed in accordance with centre's IV strategy

<b>Evidence for this Unit was sampled on the following date/s:</b>	<b>IV's Signature</b>	<b>IV's Name</b>

This Unit has been subject to an admin check in keeping with the centre's IV strategy.

<b>Date of admin check</b>	<b>IV's Signature</b>	<b>IV's Name</b>

**Unit completion confirmed**

<b>IV's Name:</b>	
<b>IV's Signature:</b>	
<b>Date complete:</b>	