



# City & Guilds Level 2 Certificate of Competence in Tree Climbing and Aerial Rescue (0039-22)

August 2022 Version 1.3

**Qualification Handbook**

## Qualification at a glance

<b>Industry area</b>	Forestry and Arboriculture
<b>City &amp; Guilds number</b>	0039-22
<b>Age group</b>	16-19, 19+
<b>Entry requirements</b>	Centres must ensure that any pre-requisites stated in the <i>What is this qualification about?</i> section are met.
<b>Assessment</b>	To gain this qualification, candidates must successfully achieve the following assessments: <ul style="list-style-type: none"> <li>One to one practical assessment with oral questioning by an NPTC City &amp; Guilds approved assessor</li> </ul>
<b>Grading</b>	Pass only
<b>Approvals</b>	Full centre approval Qualification approval
<b>Support materials</b>	Assessment Pack – Centre Version
<b>Registration and certification</b>	Registration and certification of this qualification is through the Walled Garden and is subject to end dates.

Title and level	Size (GLH)	TQT	City & Guilds qualification number	Ofqual number
City & Guilds Level 2 Certificate of Competence in Tree Climbing and Aerial Rescue	40	44	0039-22	603/7355/6

Version and date	Change detail	Section
1.0	First version	
1.1/1.2 October 2021	AO name added to qualification title	Throughout
1.3 August 2022	Formatting changes Updated logo Updated 'Sources of general information'	Throughout Front cover Appendix 1

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# 1 Introduction

## Purpose of this qualification?

The following purpose is for the **City & Guilds Level 2 Certificate of Competence in Climbing Trees and Aerial Rescue (603/7355/6)**

Area	Description
OVERVIEW	
Who is this qualification for?	Individuals who climb trees as part of their work in arboriculture, forestry or other industries. It will provide the individual with the knowledge, understanding and skills required to climb trees and perform aerial rescue safely and to industry standards in line with current legislation.
What does this qualification cover?	It covers risk assessment, emergency planning, legislation, industry best practice, environmental considerations, tree condition and working at height assessments, equipment and systems, tree climbing, aerial rescue by climbing suitability, rescue plan and implementation.
WHAT COULD THIS QUALIFICATION LEAD TO?	
Will the qualification lead to employment, and if so, in which job role and at what level?	This qualification will support progression into employment where tree climbing and rescue is part of the role. Safe operational skills are key to efficient use, good working practice and preventing accidents, leading to business benefits in terms of less machinery damage and down time.
Why choose this qualification over similar qualifications?	This is a specialist qualification demonstrating the individual is able to climb trees and performing aerial rescue to a recognised level of competency.
Will the qualification lead to further learning?	Individuals who successfully complete this qualification could go on to increase their level of proficiency through consolidation practice within a working environment, or develop skills in safely operating chainsaws, e.g., Level 2 Certificate of Competence in Using a Chainsaw from a Rope and Harness.
WHO SUPPORTS THIS QUALIFICATION?	
Employer/Higher Education Institutions	The Arboricultural Association
Further information	Please refer to the City & Guilds NPTC website, for more information on the assessment.

## Qualification structure

For the **City & Guilds Level 2 Certificate of Competence in Tree Climbing and Aerial Rescue** learners must be trained and assessed in a minimum of one of the units listed below. The qualification will be endorsed to the context of the unit assessed:

Unit number	Unit title	GLH
<b>Learners must achieve</b>		
203	Tree climbing and aerial rescue	40

## Total Qualification Time

Total Qualification Time (TQT) is the number of notional hours which represents an estimate of the total amount of time that could reasonably be expected for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of a qualification.

TQT is comprised of the following two elements:

- 1) The number of hours which an awarding organisation has assigned to a qualification for Guided Learning, and
- 2) An estimate of the number of hours a Learner will reasonably be likely to spend in preparation, study or any other form of participation in education or training, including assessment, which takes place as directed by - but, unlike Guided Learning, not under the Immediate Guidance or Supervision of - a lecturer, supervisor, tutor or other, appropriate provider of education or training

Title and level	GLH	TQT
City & Guilds Level 2 Certificate of Competence in Tree Climbing and Aerial Rescue	40	44

## 2 Centre requirements

### Approval

New centres will need to gain centre approval. Existing City & Guilds centres who do not currently offer this qualification must go through the Qualification Approval (QAP) process. For centres currently offering City & Guilds Level 2 Award in Tree Climbing and Rescue (0020-13), Level 2 Award in Accessing a Tree Using a Rope and Harness (0020-07). or Level 3 Award in Aerial Tree Rescue Operations (0021-06) there is a Fast Track method of approval. Please email [qasupport@cityandguilds.com](mailto:qasupport@cityandguilds.com) for further information on the approval process.

### Centre staffing

Staff delivering these qualifications must be able to demonstrate that they meet the following requirements:

- be technically competent in the areas in which they are delivering
- be able to deliver across the breadth and depth of the content of the qualification being taught
- have recent relevant teaching and assessment experience in the specific area they will be teaching, or be working towards this
- demonstrate continuing CPD.

### Physical resources

Centres must be able to demonstrate that they have access to the equipment and technical resources required to deliver this qualification and its assessments.

### Assessment Guidance for the Assessor

Staff assessing these qualifications must be approved Certificate of Competence City & Guilds NPTC Assessors and must be independent **and cannot have been involved with the training of the Candidate**. This qualification can only be assessed by an Assessor who is suitably qualified and meets the requirements of the awarding body.

Certificate of Competence City & Guilds NPTC Assessors must meet the following requirements:

- show competence and provide evidence of industry expertise in the qualification/s they wish to assess
- hold the qualification as a candidate and have been technically evaluated as an Assessor
- be up to date with their verification and relevant first aid
- demonstrate continuing technically relevant CPD

Compliance with these requirements is a pre-requisite for Assessors remaining on the list of approved Assessors.

Verification is a process of monitoring assessment; it is an essential check to confirm that the assessment procedures are being carried out in the way City & Guilds has laid down. The overall aim of verification is to establish a system of quality assurance that is acceptable in terms of both credibility and cost effectiveness and approved Assessors will be subject to a regular visit by the Verifier at a time when assessments are being undertaken.

A selection of assessment reports completed by the Assessor will be evaluated by a City & Guilds approved Quality Consultant.

### **Safe Practice**

Appropriate PPE must be worn at all times

All equipment must be operated in such a way that the Candidate, Assessor, other persons, animals or other equipment are not endangered.

If these conditions are not observed this will result in the Candidate not meeting the required standard.

### **Validation of Equipment**

Any item(s) equipment used for the assessment must comply with current legal requirements.

Additional information may be sought from the relevant manufacturer's instruction book, operators' manual, product label/database or any other Government/Government Agency publication.

### **Age restrictions**

This qualification is approved for learners aged 16 – 19, 19+.

### 3 Administration

Approved centres must have effective quality assurance systems to ensure valid and reliable delivery and assessment of qualifications. Quality assurance includes initial centre registration by City & Guilds and the centre's own internal procedures for monitoring quality assurance procedures.

Consistent quality assurance requires City & Guilds and its associated centres to work together closely; our Quality Assurance Model encompasses both internal quality assurance (activities and processes undertaken within centres) and external quality assurance (activities and processes undertaken by City & Guilds).

#### External quality assurance

City & Guilds will undertake external moderation activities to ensure that the quality assurance criteria for this qualification are being met. Centres must ensure that they co-operate with City & Guilds staff and representatives when undertaking these activities.

City & Guilds requires the Head of Centre to

- facilitate any inspection of the centre which is undertaken on behalf of City & Guilds
- make secure arrangements to receive, check and keep assessment material secure at all times, maintain the security of City & Guilds confidential material from receipt to the time when it is no longer confidential and keep completed assignment work and examination scripts secure from the time they are collected from the candidates to their dispatch to City & Guilds.

#### Malpractice

Please refer to the City & Guilds guidance notes *Managing cases of suspected malpractice in examinations and assessments*. This document sets out the procedures to be followed in identifying and reporting malpractice by candidates and/or centre staff and the actions which City & Guilds may subsequently take. The document includes examples of candidate and centre malpractice and explains the responsibilities of centre staff to report actual or suspected malpractice. Centres can access this document on the City & Guilds website.

Examples of candidate malpractice are detailed below (please note that this is not an exhaustive list):

- falsification of assessment evidence or results documentation
- plagiarism of any nature
- collusion with others
- copying from another candidate (including the use of ICT to aid copying), or allowing work to be copied
- deliberate destruction of another's work
- false declaration of authenticity in relation to assessments
- impersonation.

These actions constitute malpractice, for which a penalty (eg disqualification from the assessment) will be applied.

Where suspected malpractice is identified by a centre after the candidate has signed the declaration of authentication, the Head of Centre must submit full details of the case to City &



Guilds at the earliest opportunity. Please refer to the form in the document *Managing cases of suspected malpractice in examinations and assessments*. Alternatively please complete the form, JCQ/M1. Copies of this form can be found on the JCQ website: <http://www.jcq.org.uk>

### **Access arrangements and special consideration**

We have taken note of the provisions of equalities legislation in developing and administering this specification.

We can make arrangements so that candidates with disabilities, special educational needs and temporary injuries can access the assessment. These arrangements must be made before assessment takes place.

It is the responsibility of the centre to ensure at the start of a programme of learning that candidates will be able to access the requirements of the qualification.

Please refer to the *JCQ access arrangements and reasonable adjustments and Access arrangements - when and how applications need to be made to City & Guilds* for more information. Both are available on the City & Guilds website:

**<http://www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library/policies-and-procedures/access-arrangements-reasonable-adjustments>**

### **Special consideration**

We can give special consideration to candidates who have had a temporary illness, injury or indisposition at the time of the examination. Where we do this, it is given after the examination.

Applications for either access arrangements or special consideration should be submitted to City & Guilds by the Examinations Officer at the centre. For more information please consult the current version of the JCQ document, *A guide to the special consideration process*.

### **Language of examinations**

City & Guilds has a responsibility to ensure that candidates can be assessed in the following languages only:

- English
- English in Northern Ireland
- English in Wales.

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<b>Level:</b>	2
<b>GLH</b>	40

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**What is this unit about?**

The aim of this unit is to provide the learner with the knowledge, understanding and skills required to climb trees and perform aerial rescue.

**Learning outcomes**

In this unit, learners will be able to

1. Climb trees
2. Carry out aerial rescue

**Scope of content**

This section gives details of the scope of content to be covered in the teaching of the unit to ensure that all the learning outcomes can be achieved.

**Learning outcome:**

1. Climb trees

**Topics:**

- 1.1 Risk assessment, emergency planning
- 1.2 Legislation, industry guides and environmental factors
- 1.3 Tree condition and working at height assessments
- 1.4 Equipment and systems
- 1.5 Tree climbing

## Topic 1.1

The risk assessment process may contain the following five steps:

- Identify the hazards
- Decide who might be harmed and how
- Evaluate the risks and decide on precautions
- Record the findings and implement them
- Review and update the assessment as necessary

Hazards, risks and controls relevant to the site task.

Emergency planning relevant to a work site may include:

- Site location
- Grid reference
- What three words
- Designated meeting place
- Nearest access point
- Street name/district
- Type of access (public road/light vehicles, four-wheel drive)
- Suitable helicopter landing area
- Phone number of nearest doctors
- Location of nearest accident and emergency hospital and phone number
- Works manager contact details
- Your own contact number/mobile number
- Other

## Topic 1.2

Key points from the legislation listed below:

Health and Safety at Work Act (HASWA):

- Follow training received
- Take reasonable care of their own and other people's safety

Operator's responsibility under LOLER regulations may include:

- Equipment should be subject to a pre use check by the climber
- A recorded interim inspection should be kept for equipment subject to high levels of wear

Operator's responsibility under the PPE regulations may include:

- Carry out equipment maintenance as per manufacturer's guidance
- Correct storage of Personal Protective Equipment (PPE)

Key point from the work at height regulation is:

- Understand the methods to be used for working at height

Industry guides relevant to Tree climbing and aerial rescue:

- Arboricultural Association AA technical guide 1 Tree climbing and aerial rescue

Personal fall protection performance criteria to include:

- The system comprises of a primary system and a backup system
- Should be attached to independent anchors where possible
- If there is no suitable independent anchor it should be installed over a shared anchor

Working considerations in relation to tree climbing may include:

- The climbing ropes must be kept as taut as possible and any slack must not exceed 500mm
- Rope or cord used for friction hitches must be of a suitable type
- No potential fall distance exceeds 500mm
- Karabiners must have a spring-loaded, self-locking gate that requires at least three distinct movements to open it

Legal and environmental considerations could include:

- Landowner's permission
- Nesting birds
- Bat roosts
- Presence of other valuable flora and fauna
- Other

Potential impacts:

- Stops work from taking place
- Delays work from taking place
- Restricts work
- Other

Potential environmental damage may include:

- Damage to retained trees
- Wildlife disturbance
- Other

Appropriate responses may include:

- Work sequence chosen to minimise subsequent damage to retained trees
- Wildlife assessments completed prior to work
- Other

### **Topic 1.3**

Potential hazards that may be encountered may include:

- Evidence of cavities, decay or decay fungi
- Deadwood and broken branches
- Dead or flaking bark
- V shaped unions
- Cracks
- Nesting insects
- The presence of power lines or telephone wires
- Targets and obstacles underneath the tree
- Other

Working at height assessment may include:

- Can the work be carried out from ground level
- The use of a Mobile Elevating Work Platform (MEWP) to prevent a fall
- The use of suitable equipment minimises the distance and consequence of a fall

Species, condition of tree and time of year may affect tree climbing owing to:

- Brittle timber characteristics leading to weaker anchor points
- Dead, diseased or dying trees may prevent tree climbing taking place
- Trees in leaf may reduce visibility and effective communication
- Winter months may present problems such as windy conditions, wet or icy branches, extremities of cold
- Summer months may present problems such as pollens, dusts, irritants
- Other

#### **Topic 1.4**

To ensure access, tree climbing equipment and systems are safe to use operators must ensure:

- Pre-use check of equipment/system undertaken
- On-going equipment/system checks during climbing
- Ongoing maintenance
- Other

Inspect all equipment to be used and comment on the condition.

The importance of reading and understanding manufacturer's information is:

- Correct equipment application
- How to correctly configure equipment
- Compatibility of equipment with other components
- Maintenance requirements
- Inspection

Different methods that may be used to access a tree can include:

- Moving rope technique
- Stationary rope technique
- Ladders
- Spikes/climbing irons
- Mobile Elevating Work Platform (MEWP)
- Other

The difference between a personal fall protection anchor and a positioning anchor may be:

- Personal fall protection anchor:
- An unquestionably reliable anchor point that supports the full potential load of a climber and equipment

Positioning anchor:

- An anchor that is used to aid the climber with positioning and prevent a pendulum swing

#### **Topic 1.5**

Compliant PPE and safety clothing for tree climbing to include:

- Tree climbing helmet
- Personal first aid kit/whistle
- Knife with retractable blade or handsaw
- Foot protection with good grip and ankle support
- Non- snag clothing
- Eye protection

Compliant climbing equipment for tree climbing to include:

- Harness
- Ropes/ lanyards of suitable diameter, length and strength for the climbing lines and for the friction hitches
- Minimum of triple action auto-locking karabiners for main attachments

Tie a three-knot system.

All anchor points selected taking into consideration:

- Size, strength and structure
- Position in relation to the parts of the tree to be accessed
- Use of equipment to minimise damage to the tree if appropriate

Candidate establishes their initial anchor points taking into account:

- Suitability of the techniques used
- Accurate installation of equipment
- Organisation of ropes
- Safety and position of the anchor points
- Testing of the anchor points by thorough loading prior to ascent

Technique used takes into account:

- Efficient use of technique chosen
- Attached to the tree at all times in accordance with industry good practice
- Appropriate selection of anchor points
- Appropriate route taken up the tree
- Correct use of systems when changing anchor points
- Thorough load testing of new anchor points
- Risk of a fall is managed at all times
- Correct use of equipment

Access two points within the crown taking into account:

- Appropriate route
- Slack within systems is no more than 500mm
- Ropes should be kept in as straight a line as possible to the anchor points
- Balance and control maintained
- Efficient rope organisation
- Controlled movement back into the stem

Descent from trees takes account of:

- Rope length
- Speed of descent
- Not colliding with obstructions
- Safe landing
- Controlled removal of equipment

### **Learning outcome:**

2. Carry out aerial rescue

### **Topics:**

- 2.1 Aerial rescue by climbing suitability
- 2.2 Rescue plan and implementation

## Topic 2.1

Aerial rescue by climbing may not be appropriate owing to:

- Dangerous tree structure
- Additional site hazards such as power-lines present
- When additional risk to casualty/ rescuer would be incurred
- Other

## Topic 2.2

Key elements of a rescue plan prior to starting work may include:

- Completing the emergency procedures as part of a site risk assessment
- Making sure all equipment required for rescue is available
- Identifying a competent and designated rescuer
- Installation of a rescue line
- First aid equipment is available
- Other

Preparing a rescue plan may include:

- Emergency procedures as part of the site-specific risk assessment have been comprehensively and accurately completed
- Equipment required and competent individuals are available
- Competent and designated aerial rescuer and or emergency co-ordinator have been identified and nominated in that role
- First aid equipment is available including tourniquet and haemostatic gauze/cloth
- Access route into the tree has been determined
- Method of access has been agreed upon
- Anchor points have been identified and where practicable pre-installed

Different rescue methods may include:

- Two-person rescue (pole)
- Three-person rescue (belay)
- Mobile Elevating Work Platforms (MEWP)
- SRT
- Other

Undertake crown rescue using a suitable technique.

The rescue technique is observed taking into account:

- Tree accessed and suitable anchor points attained
- Rescuer reaches the casualty
- Area around casualty is made safe
- Rescuer attaches the casualty to the rescuers harness with a direct attachment and attaches a chest strop if required
- Rescuer reassures the casualty at all times
- Rescue is conducted with the use of two independent load bearing systems
- Controlled descent
- Casualty is guided past branches if applicable
- Correct use of equipment
- Efficiency of the rescue

Undertake a rescue from a 'pole' (standing stem) using climbing irons.

The rescue method is observed taking into account:

- Pole accessed and suitable false anchor point installed
- Rescuer secures the casualty to the rescue system
- Rescuer attaches the casualty to the rescuers harness with a direct attachment, if required
- Rescuer reassures the casualty at all times
- Rescuer makes use of help from the casualty where appropriate
- Rescuer detaches the casualty from the pole, if applicable
- In the event of a belay rescue, casualty descent is controlled by ground

Person under the direction of the rescuer using an appropriate fail - safe method:

- Controlled descent
- Correct use of equipment
- Efficiency of the rescue

Reporting of the incident in line with an organisation's requirements may include:

- Report to supervisor
- Record incident details as appropriate
- When applicable report to HSE via RIDDOR

Importance of inspecting equipment may include:

- To establish if it contributed to the accident
- Ensuring it is still safe to operate
- Check for contamination
- Quarantine equipment
- Other

Communication between climber and ground staff maintained when appropriate.

All tools, equipment and personal protective equipment is used in line with industry good practice.

It is ensured that any possible environmental damage is minimised at all times.

All activities must be completed in a way which protects the operator and those around them.



## Appendix 1 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. They should be referred to in conjunction with this handbook. To download the documents and to find other useful documents, go to the *Centre Document Library* on [www.cityandguilds.com](http://www.cityandguilds.com) or click on the links below:

### *Quality Assurance Standards: Centre Handbook*

This document is for all approved centres and provides guidance to support their delivery of our qualifications. It includes information on

- Centre quality assurance criteria and monitoring activities
- Administration and assessment systems
- Centre-facing support teams at City & Guilds / ILM
- Centre quality assurance roles and responsibilities.

The Centre Handbook should be used to ensure compliance with the terms and conditions of the Centre Contract.

### *Quality Assurance Standards: Centre Assessment*

This document sets out the minimum common quality assurance requirements for our regulated and non-regulated qualifications that feature centre assessed components. Specific guidance will also be included in relevant qualification handbooks and/or assessment documentation.

It incorporates our expectations for centre internal quality assurance and the external quality assurance methods we use to ensure that assessment standards are met and upheld. It also details the range of sanctions that may be put in place when centres do not comply with our requirements, or actions that will be taken to align centre marking/assessment to required standards. Additionally, it provides detailed guidance on the secure and valid administration of centre-assessments.

*Access arrangements - When and how applications need to be made to City & Guilds* provides full details of the arrangements that may be made to facilitate access to assessments and qualifications for candidates who are eligible for adjustments in assessment.

The *Centre Document Library* also contains useful information on such things as:

- Conducting examinations
- Registering learners
- Appeals and malpractice

### **Useful contacts**

Please visit the Contact Us section of the City & Guilds website, *Contact us*

## **About City & Guilds**

As the UK's leading vocational education organisation, City & Guilds is leading the talent revolution by inspiring people to unlock their potential and develop their skills. We offer over 500 qualifications across 28 industries through 8500 centres worldwide and award around two million certificates every year. City & Guilds is recognised and respected by employers across the world as a sign of quality and exceptional training.

## **City & Guilds Group**

The City & Guilds Group is a leader in global skills development. Our purpose is to help people, organisations and economies develop their skills for growth. We work with education providers, employers and governments in over 100 countries across the world to help people, businesses and economies grow by shaping skills systems and supporting skills development.

The Group is made up of City & Guilds, ILM, Kineo, The Oxford Group, Gen2, and Intertrain. Together we set the standard for professional and technical education and corporate learning and development around the world.

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