

Pearson BTEC Uzbekistan Level 4 Qualifications in

Warehouse Supervision

Unit 5: Compliance in a Warehousing Environment

Teacher Resources

Issue 1



Edexcel, BTEC and LCCI qualifications

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Introduction

This resource booklet is a companion to the BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision specification. The specification tells you what must be taught and what must be assessed. This resource booklet gives you suggestions and ideas as to how you can do this.

This booklet gives you ideas for teaching and learning, including practical activities, realistic scenarios, ways of involving employers in delivery and of managing independent learning, and how to approach assessments. The booklet also shows you how the specification content might work in practice and inspires you to start thinking about different ways of delivering your qualification.

This resource booklet gives you:

- guidance on how to deliver the unit
- recommended resources to support the delivery of the unit
- a scheme of work that show the topics, activities and assessments covered in the unit
- lesson plans with detailed guidance on how to deliver the lessons in the unit

The information in this resource booklet has been put together by teachers who have been close to the development of the qualification and so understand the challenges of finding new and engaging ways to deliver BTEC qualifications.

The delivery guidance in this booklet gives you information on what you need to consider as you plan the delivery of the unit. This includes suggestions on how to approach the learning aims and unit content, as well as ideas for interesting and varied activities. You will also find tips and ideas on how to plan for and deliver your assessments.

We have included a list of carefully selected resources for the unit. This resource list offers suggestions for books, websites and videos that you can direct your learners to use and/or that you can use to complement delivery.

Unit 5: Compliance in a Warehousing Environment

Delivery guidance

Approaching the unit

The purpose of this unit is to give learners the necessary knowledge and understanding of the importance of ensuring that warehouse teams comply with legislation, regulations and organisational policies and procedures. Learners will understand how this compliance affects the warehouse supervisor's role and responsibilities and those of the organisation. Learners will develop their understanding of legislation and regulations in the context of health and safety and the security of goods, premises, people and data, and how these impact on the warehouse function. They will also learn about the consequences of non-compliance for the organisation, the warehouse team, customers and suppliers.

This unit will be delivered using a range of different teaching and learning styles, with many learner-led activities. Learners should have access to diverse research resources and workplace visits.

You can use a range of delivery methods in this unit including:

- discussions – class and small group discussions on the importance of compliance and possible outcomes of non-compliance
- individual or group presentations
- case studies relating to real warehouse issues, accidents and non-compliance
- media and trade journal articles relating to warehouse operations and the importance of compliance
- photographs of mechanical and manual lifting equipment
- videos of modern automated systems

- research activities using the internet and/or library resources to investigate the topics covered in the unit
- guest speakers from different organisations who can explain the importance of compliance in a modern functioning warehouse
- workplace visits to functioning warehouses to observe diverse functions and methods of maintaining compliance in a warehouse.

Group work is an acceptable form of delivery but you must ensure that each learner produces their own evidence that is sufficient for assessment.

You can involve local employers in the delivery of this unit by:

- inviting them as guest speakers to reiterate the importance of compliance in a modern warehouse
- giving learners access to their premises so that they experience real work environments in warehousing and observe a safe and compliant warehouse
- giving learners access to their business materials, such as receipt and despatch documentation, as exemplars and as the basis for case studies.

Learners should have access to a range of warehouse businesses in relation to:

- guest speakers
- case studies
- real warehouse environments.

Getting started

This gives you a starting place for one way of delivering the unit. It is based on the recommended assessment approach given in the specification.

Unit 5: Compliance in a Warehousing Environment
<p>Introduction</p> <p>Begin by introducing the unit to learners through a presentation on the learning aims, content and the assessment requirements of the unit.</p>
Learning aim A - Understand the regulations governing the warehousing and supply chain industry
<p>Begin by facilitating a group discussion about the topics to be covered in this learning aim.</p> <p>Ask learners to work in pairs to discuss general regulations and health and safety regulations, including what operations/activities they relate to, their relationship to the warehouse supervisor's role and responsibilities, and the importance of following regulations. Learners explore what a warehouse supervisor needs to do to ensure compliance within their team.</p> <p>Ask learners to work in groups or pairs to discuss the actions that people working in a warehouse environment need to take to comply with these regulations. As part of this, learners should discuss and investigate the consequences of non-compliance for the organisation, individual and wider environment.</p>
Learning aim B - Be able to apply safe working practices in a warehouse
<p>Begin by introducing the learning aim to learners and explaining what it will cover. Review the assessment requirements for Learning aims A and B.</p> <p>Ask learners to work in groups to research organisational health and safety policies, their purpose and content. They will then produce an outline health and safety policy listing the key headings/areas. Ask learners to work in pairs to come up with an explanation of the difference between a risk and a hazard.</p> <p>Lead a whole group discussion on the hierarchy of control. Explain risk assessment and ask learners to produce a risk assessment for a given scenario, identifying common warehouse hazards. Lead a class discussion following this so that learners can share their findings and recommendations.</p> <p>Give learners information on Classification, Labelling and Packaging CLP Regulations and Control of Substances Hazardous to Health Regulations. Ask learners to discuss in groups the relevance of these regulations in a working warehouse.</p>

Unit 5: Compliance in a Warehousing Environment

Discuss causes of fire and the associated safety measures. Hand out images of warehouses and ask learners to identify potential causes of fire and the safety measures that are in place. Introduce an activity where learners practise a fire drill and then discuss if improvements could be made.

Lead a discussion on the consequences of not following safe working practices for employees, supervisors and the wider organisation. Arrange for learners to visit a functioning warehouse to observe safe working practices in action.

Learning aim C - Understand the role of security in the warehouse and supply chain industry

Introduce learners to this learning aim and the importance of security in warehouse operations. Explain what the learning aim will cover and how it will be assessed.

Ask learners to work in groups to explore the need for security in a warehouse in relation to stock, premises, people and information. Lead a discussion on the advantages and disadvantages of different security measures. For given situations ask learners to identify the most suitable security measures.

Ask learners to work in pairs to produce a handout detailing what can happen when security in a warehouse is not maintained.

Details of links to other BTEC units and qualifications

This unit links to:

- Unit 3: Manage Warehouse Processes
- Unit 7: Stock Control in Warehousing
- Workskills qualification.

Resources

Textbooks

Chopra, S – *Supply Chain Management: Strategy, Planning, and Operation, Global Edition, Seventh Edition*, Pearson (2019), ISBN-13: 9781292257891

Christopher, M – *Logistics & Supply Chain Management, Fifth Edition*, Pearson (2016), ISBN-13 9781292083797

Websites

www.hse.gov.uk

The UK government website outlining good health and safety practice and procedures.

www.hse.gov.uk/logistics/warehousing.htm

Occupational health and safety guidance for the storage and warehousing industry.

www.firesafe.org.uk

A UK website dedicated to fire safety with useful information on the fire triangle.

www.shponline.co.uk/common-workplace-hazards/heinrichs-triangle-health-and-safety-cpd/

Useful information on Heinrich's accident triangle.

Pearson is not responsible for the content of any external internet sites. It is essential for teachers to preview each website before using it in class so as to ensure that the URL is still accurate, relevant and appropriate. We suggest that teachers bookmark useful websites and consider enabling learners to access them through the school/college intranet.

Scheme of work

Unit	Unit 5: Compliance in a Warehousing Environment
Guided Learning Hours	60
Number of lessons	20
Duration of lessons	3 hours
Links to other units	Unit 3: Manage Warehouse Processes Unit 7: Stock Control in Warehousing

Key to lesson types			
AW	Assignment writing	RS	Revision session
GS	Guest speaker	V	Visit
IS	Independent study	WE	Work experience

#	Topic	Lesson type	Suggested activities	Resources
1	Introduction to the unit A1 Purpose of general regulations		<ul style="list-style-type: none"> • Lead in: Introduce the unit, giving an overview of the main topics covered and how these have an impact on a warehouse supervisor's roles and responsibilities. Explain the tasks, the assessment processes and expectations for the unit. • Paired activity: Learners discuss what is meant by general regulations and why they are required. • Small group activity: Learners research general regulations relevant to warehousing and create a list. 	White board/flip chart Unit specification Computers with internet access Presentation about Unit 5 content and learning aims

#	Topic	Lesson type	Suggested activities	Resources
			<ul style="list-style-type: none"> • Small group presentation to class: Learners present outcomes of paired and small group activities, covering the purpose and relevance of general regulations in relation to warehousing. • Teacher-led discussion: Discuss each regulation, the actions required to comply as an individual and a supervisor, and the consequences for the organisation, customers, supervisors and individual of non-compliance. • Lesson recap: Recap lesson content and check learners' understanding. • Private study: Learners research and confirm understanding of general regulations. 	
2	<p>A2 Complying with health and safety regulations</p> <p>A3 Consequences of non-compliance</p>		<ul style="list-style-type: none"> • Lead in: Recap previous lesson and introduce the topic. • Paired activity: Learners discuss what is meant by health and safety regulations and their purpose. Create a list of regulations relevant to warehousing. • Small group/paired activity: Learners identify which aspects of warehouse operations the health and safety regulations impact on. • Small group presentation to the class: Using the outcomes for the paired and small group activities, learners summarise the purpose and relevant of health and safety regulations in warehousing. 	<p>Assessment Workbook</p> <p>Unit specification</p> <p>Computers with internet access</p> <p>Whiteboard/flip chart</p>

#	Topic	Lesson type	Suggested activities	Resources
			<ul style="list-style-type: none"> • Teacher-led discussion: Discuss the warehouse supervisor's role, the actions required to comply as an individual and a supervisor, and the consequences for the organisation, customers, supervisors and individual of non-compliance. • Teacher-led discussion: Discuss lesson content to confirm learner understanding. • Private study: Learners research and confirm understanding of health and safety regulations. 	
3	Assessment Workbook Task 1	AW	<ul style="list-style-type: none"> • Lead in: Explain the assessment requirements Assessment Workbook Task 1. Use question and answer session to confirm learner understanding. • Assessment activity: Issue the Assessment Workbook. Learners complete and submit. Assessment Workbook Task 1. • Teacher-led discussion: Discuss completion of Task 1 and learners raise any issues. 	Unit specification Assessment Workbook Task 1 Whiteboard/flip chart Computers with access to the internet Teaching and learning resources from previous lessons

#	Topic	Lesson type	Suggested activities	Resources
4	B1 Health and safety policy		<ul style="list-style-type: none"> • Lead in: Introduce topic and activities for this lesson. • Teacher-led discussion: Discuss content and purpose of a health and safety policy. Teacher shares the college health and safety policy with learners. • Small group activity: Learners work through the college health and safety policy to identify: key areas, areas that apply to a warehouse environment, additional information required in a warehouse environment. • Teacher-led discussion: Learners share their findings from the small group activity. • Individual learner activity: Teacher provides learners with a scenario of a small warehouse that needs a list of key areas to include in its health and safety policy. Learners create list of key areas. • Teacher-led discussion: on progress with lists and requirements for private study. • Private study: Learners research and complete list of key areas for a health and safety policy. 	<p>Unit specification</p> <p>Assessment Workbook</p> <p>College health and safety policy</p> <p>Whiteboard/flip chart</p> <p>Computers with access to the internet</p>

#	Topic	Lesson type	Suggested activities	Resources
5	B2 Risk assessment and compliance with COSHH and labelling		<ul style="list-style-type: none"> • Lead in: Recap previous lesson. • Teacher-led discussion: Discuss the difference between a risk and a hazard and the purpose of risk assessments. Discuss the hierarchy of control and control measures. • Small group activity: Learners identify risks and potential hazards in the classroom. • Teacher-led discussion: Learners share findings. • Teacher-led presentation: Introduce risk assessment templates and explain the scoring system. Explain how to complete a risk assessment. • Individual learner activity: Complete a risk assessment template based on the earlier small group activity. • Teacher-led discussion: Discuss outcomes of classroom risk assessment. • Private study: Learners carry out a risk assessment at home and recommend control measures. 	<p>Unit specification</p> <p>Presentation about completing risk assessments</p> <p>Risk assessment templates and scoring system</p> <p>Computers with access to the internet</p> <p>Whiteboard</p>

#	Topic	Lesson type	Suggested activities	Resources
6	B2 Risk assessment and compliance with COSHH and labelling		<ul style="list-style-type: none"> • Lead in: Recap previous lesson and discuss control measures from Lesson 5 private study. • Teacher hands out risk assessment templates • Paired activity: Learners investigate completed risk assessment and identify control measures using the hierarchy of control. • Teacher-led discussion: Learners feed back to the class on their recommend control measures. • Lesson recap: Discuss lesson content to confirm learner understanding. 	Unit specification Learner work from Lesson 5 private study Risk assessment templates and scoring system Completed risk assessments Whiteboard/flip chart Computers with access to the internet
7	B2 Risk assessment and compliance with COSHH and labelling		<ul style="list-style-type: none"> • Lead in: Recap the previous lesson. • Teacher presentation: Discuss commonly used products with CLP markings and give an overview of CLP and COSHH regulations. • Teacher-led discussion: Explain labelling requirements, the need for data sheets and the relevance to warehousing. • Teacher demonstration: Demonstrate the contents and use of a spillage kit, including PPE. • Small group activity: For given scenarios, learners investigate how to deal with spillages, recommending procedures and actions to deal with spillages. 	Whiteboard Computers with access to the internet Unit specification Sample CLP markings and data sheets Spillage kit Presentation about products with CLP markings and overview of CLP and COSHH regulations

#	Topic	Lesson type	Suggested activities	Resources
			<ul style="list-style-type: none"> • Teacher-led discussion: Learners share their findings with the whole group. • Teacher-led discussion: Recap to check learners' understanding of content covered. • Private study: Learners revise the meanings of all CLP pictograms. 	
8	B3 Fire safety		<ul style="list-style-type: none"> • Lead in: Recap previous lesson and explain the lesson aims. • Teacher-led presentation: Explain the fire triangle and how fires start. • Teacher-led presentation: Explain different categories of fire, causes of fire in the different categories, and the reasons for using different fire extinguishers and firefighting equipment. • Small group activity: Learners discuss causes of fire in a warehouse environment, prevention methods and the correct type of extinguisher/equipment. • Teacher-led discussion: Learners share their findings with the whole group. • Teacher-led discussion: Check learners' understanding of topics covered. • Private study: Learners research and revise colour coding and different fire extinguishers. 	Unit specification Whiteboard/flip chart Computers with access to the internet Fire triangle handouts Firefighting equipment Presentation about fire triangle and how fires start

#	Topic	Lesson type	Suggested activities	Resources
9	B3 Fire safety <ul style="list-style-type: none"> Evacuation procedures 		<ul style="list-style-type: none"> Lead in: Recap previous lesson. Discuss the need for set evacuation procedures and the need for and purpose of test evacuations. Small group activity: Learners discuss the college fire evacuation procedure. Whole group activity: Learners take part in a test evacuation. Teacher-led discussion: Discuss the effectiveness of current procedures and possible improvements. Lesson recap: Summarise learning and check learners' understanding. 	Unit specification Computers with access to the internet Whiteboard College fire evacuation procedure
10	B4 Consequences of not following health and safety and welfare guidance	GS	<ul style="list-style-type: none"> Lead in: Recap previous lesson and introduction to the guest speaker. Teacher-led presentation: Introduce Heindrich's accident triangle. Guest speaker: Talk on the importance of following safe working practices. Learners to ask questions Teacher-led discussion: Discuss what constitutes a 'near miss' and the need to report and investigate non-compliance. Paired activity: Learners discuss what constitutes an accident and common causes of workplace accidents and injuries. 	Unit specification Whiteboard Computers with internet access for research Presentation and Handouts about Heindrich's Accident Triangle Guest speaker

#	Topic	Lesson type	Suggested activities	Resources
			<ul style="list-style-type: none"> • Teacher-led discussion: Discuss learners' paired activity findings. • Teacher- led discussion: Check learners' understanding of topics covered. • Private study: Learners revise the topics covered in the lesson. 	
11	<p>B4 Consequences of not following health and safety and welfare guidance</p> <ul style="list-style-type: none"> • Consequences of incorrect warehouse layout, environment and facilities 		<ul style="list-style-type: none"> • Lead in: Recap the previous lesson. Discuss the need for correct warehouse layout, environment and facilities. • Paired activity: Learners research and discuss the consequences of incorrect warehouse layout and of not maintaining correct environmental conditions and facilities. • Teacher-led discussion: Discuss learners' paired activity findings. • Teacher-led presentation: Present common warehouse issues relating to the lesson content. • Teacher-led discussion: Check learners' understanding of topics. • Private study: Learners research and revise warehouse layouts, environmental requirements and facilities. 	<p>Unit specification</p> <p>Whiteboard</p> <p>Computers with access to the internet</p> <p>Presentation about common warehouse issues relating to warehouse layout</p>

#	Topic	Lesson type	Suggested activities	Resources
12	B4 Consequences of not following health and safety and welfare guidance <ul style="list-style-type: none"> Consequences of not maintaining hygiene Consequences of not maintaining quality of stock 		<ul style="list-style-type: none"> Lead in: Recap previous lesson. Teacher-led discussion: Discuss the need for the correct hygiene levels and maintaining the quality of stock. Paired activity: Learners discuss the consequences of not maintaining hygiene levels and the quality of stock. Teacher-led discussion: Discuss learners' paired activity findings. Teacher presentation: Present common warehouse issues relating to the lesson content. Question and answer session: Check learners' understanding of topics covered. Private study: Learners revise and research consequences of not maintaining the quality of stock. 	Unit specification Whiteboard Computers with internet access Presentation about common warehouse issues relating to warehouse hygiene and stock quality
13	B4 Consequences of not following health and safety and welfare guidance <ul style="list-style-type: none"> Special storage conditions Dealing with accidents/incidents 		<ul style="list-style-type: none"> Lead in: Recap previous lesson. Teacher-led presentation: Explain the need for special storage conditions. Paired activity: Learners discuss the consequences of incorrect storage. Teacher-led discussion: Discuss learners' paired activity findings. 	Unit specification Whiteboard Computers with access to the internet Presentation about the need for special storage conditions.

#	Topic	Lesson type	Suggested activities	Resources
			<ul style="list-style-type: none"> • Teacher presentation: Discuss how to complete accident report forms and the need for investigation. • Paired activity: Learners complete an accident report form for a given scenario. • Teacher-led discussion: Check learners' understanding of topics. • Private study: Learners revise special storage conditions. 	Accident report forms
14	Revision of Learning aim B		<ul style="list-style-type: none"> • Recap previous lesson and explain the lesson aims • Teacher-led discussion: Discuss all topics that have been covered in Learning aim B. • Paired activity: Learners review all topics and discuss the importance of compliance in warehousing environments. • Teacher-led discussion: Learners compile a list of questions and points of interest for the visit in Lesson 16. • Teacher- led question and answer session: Cover the main points covered in the review session. • Private study: Revise learning aim content in preparation for completing Assessment Workbook Task 2. 	Assessment Workbook Task 2 Unit specification All teaching and learning resources from previous lessons Flip chart Computers with access to the internet

#	Topic	Lesson type	Suggested activities	Resources
15	Assessment Workbook Task 2	AW	<ul style="list-style-type: none"> • Lead in: Introduce the activities for this lesson, including assessment requirements and a reminder about plagiarism and malpractice. • Teacher-led question and answer session: Ensure that learners fully understand the requirements of the task. • Assessment activity: Learners complete and submit Assessment Workbook Task 2. • Teacher-led discussion: Discuss completion of Task 2 and learners raise any issues. 	Unit specification Computers with access to the internet Assessment Workbook Task 2
16	Warehouse visit	V	<ul style="list-style-type: none"> • Lead in: Recap health and safety regulations from Lesson 14. • Teacher-led introduction: Give learners background information about the organisation they will be visiting and the activities that it carries out. • Visit: Learners visit a functioning warehouse to observe compliance and safe working practices in action. Learners ask questions prepared in Lesson 14. • Teacher-led discussion: Discuss what learners learned from the visit, including their views and comments. • Private study: Learners write up their notes from the visit. 	Unit specification Notepads and pens Clipboards Questions prepared in Lesson 14 Operating warehouse organisation Visit documentation

#	Topic	Lesson type	Suggested activities	Resources
17	<p>C1 Security of stock, people, premises and information</p> <p>C2 Features and benefits of security measures</p> <p>C3 Consequences of security not being maintained</p>		<ul style="list-style-type: none"> • Lead in: Recap visit and explain the lesson aims. • Teacher-led discussion: Discuss why goods need to be kept securely in a warehouse and the different security measures used. • Small group activity: Learners produce a brief report on the advantages and disadvantages of different security measures. • Teacher-led discussion: Discuss learners' reports. • Teacher-led discussion: Discuss what happens if security is not maintained in a warehouse. • Teacher-led discussion: Check learners' understanding of topics. • Private study: Learners research and revise different security measures. 	<p>Unit specification</p> <p>Computers with access to the internet</p> <p>Whiteboard/flip chart</p>
18	Assessment Workbook Task 3	AW	<ul style="list-style-type: none"> • Lead in: Explain the activities for this lesson, including the assessment requirements for Task 3 and a reminder about plagiarism and malpractice. Use question and answer session to confirm learner understanding. • Assessment activity: Learners complete and submit Assessment Workbook Task 3. • Teacher-led discussion: Bring learners together to discuss their progress with Assessment Workbook Task 3 and any issues encountered. 	<p>Unit specification</p> <p>Whiteboard/flip chart</p> <p>Assessment Workbook Task 3</p> <p>Computers with internet access</p> <p>All teaching and learning resources for previous lessons</p>

#	Topic	Lesson type	Suggested activities	Resources
19	Revision of Learning aims A, B and C	AW	<ul style="list-style-type: none"> • Lead in: Explain the lesson aims • Teacher-led presentation: Present an overview of the content for each topic covered during the unit. • Teacher-led question and answer session: check learners' understanding of all unit content. • Small group activity: Split the group into three groups. Give each group one of the unit's learning aims and the relevant teacher presentations. Learners discuss the content of their learning aim. Learners write notes summarising the learning acquired. • Teacher-led discussion: Each group in turn presents their findings to the rest of the group. Learners from each group ask questions of the other groups to clarify understanding of each learning aim. • Lesson recap: Check learners' understanding of all topics covered. • Private study: Learners review all assessment criteria for this unit. 	<p>Assessment Workbook</p> <p>Unit specification</p> <p>All teaching and learning resources for previous lessons</p> <p>Presentation about the content of all topics</p>

#	Topic	Lesson type	Suggested activities	Resources
20	Unit review and assessment feedback	AW	<ul style="list-style-type: none"> • Lead in: Introduce the lesson aims and recap the content of previous lesson. • Teacher-led question and answer session: Answer questions arising from the previous lesson. • Whole group discussion: Learners carry out a group progress review. • Teacher-learner one-to-ones: Give learners feedback on completed Assessment Workbook and discuss any issues. • Teacher-led discussion: Confirm grades and gather learner feedback on the unit. 	Assessment Workbook Unit specification Assessment submission records All teaching and learning resources for unit Flip chart

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	1 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • the unit content • the learning aims and assessment criteria • the importance of compliance in warehousing and how this impacts on the role of a warehouse supervisor • to general regulations in warehousing and the supply chain.
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Resources checklist	<ul style="list-style-type: none"> • Assessment Workbook • Unit specification • Presentation about Unit 5 content and learning aims (PS) • Computers with internet access for research • Whiteboard/flip chart
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (30 minutes)	<ul style="list-style-type: none"> • Teacher presentation: Introduce the lesson aims, the unit and an overview of the main topics in the unit. Explain the assessment requirements for the unit.
Main activity (120 minutes)	<ul style="list-style-type: none"> • Paired activity: Learners discuss what is meant by general regulations, why they are required and their purpose. • Small-group activity: Learners research and discuss general regulations relevant to warehousing and identify which aspects of warehouse operations they have an impact on and create a list. • Small group presentation to class: Using their findings from the paired and small group activities, learners summarise the purpose and relevance of general regulations to warehousing. • Teacher-led discussion: Discuss each regulation, the actions required to comply as an individual and a supervisor, and the consequences for the organisation, customers, supervisors and individual of non-compliance.
Concluding activity (30 minutes)	<ul style="list-style-type: none"> • Teacher-led discussion: Discuss lesson content to confirm learner understanding.
Private study	<ul style="list-style-type: none"> • Learners research and confirm understanding of general regulations and the need for compliance.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	2 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • health and safety regulations that apply within a warehouse and the supply chain • the importance of health and safety regulations within a warehouse and the supply chain.
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Resources checklist	<ul style="list-style-type: none"> • Assessment Workbook • Unit specification • Computers with internet access for research • Whiteboard/flip chart
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (30 minutes)	<ul style="list-style-type: none"> ● Recap previous lesson. ● Introduce lesson aims. ● Introduce learners to the health and safety regulations that impact on warehousing and the supply chain.
Main activity (105 minutes)	<ul style="list-style-type: none"> ● Paired activity: Learners discuss and research the meaning and purpose of health and safety regulations. Learners create a list of health and safety regulations relevant to warehousing. ● Small group/paired activity: Learners identify which aspects of warehouse operations the health and safety regulations impact on. ● Small group presentation to class: Using the information gathered in the paired and small group activities. Learners summarise the purpose and relevance of health and safety regulations to warehousing. ● Teacher-led discussion: Discuss the warehouse supervisor's role, the actions required to comply as an individual and a supervisor, and the consequences for the organisation, customers, supervisors and individual of non-compliance.
Concluding activity (45 minutes)	<ul style="list-style-type: none"> ● Teacher-led discussion: Discuss lesson content to confirm learner understanding.
Private study	<ul style="list-style-type: none"> ● Learners research and confirm understanding of health and safety regulations and consequences of non-compliance.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	3 (3 hours)
Lesson objectives	<ul style="list-style-type: none"> • To recap the assessment requirements for Task 1 (Learning Aim A). • To complete Task 1 in Assessment Workbook.
Resources checklist	<ul style="list-style-type: none"> • Assessment Workbook Task 1 • Unit specification • All teaching and learning resources from previous lessons, including learners' notes • Whiteboard/flip chart • Computers with access to the internet
Key: AS : Activity Sheet; TF : Template Form; PS : Presentation Slide	

Activities	Teaching notes
Starter activity (20 minutes)	<ul style="list-style-type: none"> ● Explain the requirements of Assessment Workbook Task 1. ● Teacher uses a question and answer session to ensure learners fully understand the requirements of the task and including the assessment requirements and a reminder about plagiarism and malpractice.
Main activities (150 minutes)	<ul style="list-style-type: none"> ● Assessment activity: Learners complete and submit Assessment Workbook Task 1.
Concluding activity (10 minutes)	<ul style="list-style-type: none"> ● Teacher-led discussion: Discuss completion of Task 1 and learners raise any issues

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	4 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • the purpose of an organisational health and safety policy • the requirements of an organisational health and safety policy.
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Resources checklist	<ul style="list-style-type: none"> • Assessment Workbook • Unit specification • Computers with internet access for research • Whiteboard/flip chart • College health and safety policy
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Key: **AS:** Activity Sheet; **TF:** Template Form; **PS:** Presentation Slide

Activities	Teaching notes
Starter activity (15 minutes)	<ul style="list-style-type: none"> ● Introduce lesson aims and the topics to be covered.
Main activities (140 minutes)	<ul style="list-style-type: none"> ● Teacher-led discussion: : Introduce the topic by a discussion on health and safety policies and their purpose. Teacher will share the college health and safety policy with learners. ● Small group activity: Learners work through the college health and safety policy to identify: <ul style="list-style-type: none"> ○ key areas ○ areas that would apply in a warehouse environment ○ additional information that would be required in a warehouse environment ● Teacher-led discussion: Learners share their findings from the group activity. ● Individual learner activity: Teacher provides learners with a scenario of a small warehouse that needs a list of key areas to include in its health and safety policy. Learners create list of key areas.
Concluding activity (25 minutes)	<ul style="list-style-type: none"> ● Teacher-led discussion: on progress with lists and requirements for private study.
Private study	<ul style="list-style-type: none"> ● Learners to research and complete list of key areas for the health and safety policy.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	5 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • differences between hazards and risks • the risk assessment process and its importance • the hierarchy of control • risk assessment templates and scoring system.
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Resources checklist	<ul style="list-style-type: none"> • Computers with internet access for research • Whiteboard • Unit specification • Risk assessment templates and scoring system (TF) • Presentation about completing risk assessments (PS)
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (20 minutes)	<ul style="list-style-type: none"> Recap previous lesson and introduce lesson aims.
Main activities (140 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss the difference between hazard and risk and the purpose of risk assessment. Discuss the hierarchy of control. Small group practical activity: Learners identify hazards and potential risks in the classroom and record the possible outcomes of the identified risks. Teacher-led discussion: Learners share findings with the whole class. Teacher-led presentation: Explain how to complete a risk assessment using the risk assessment template and how to use the scoring system. Individual practical activity: learners complete a risk assessment template based on the small group practical activity
Concluding activity (20 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: on outcomes of classroom risk assessment
Private study	<ul style="list-style-type: none"> Learners use templates to carry out a risk assessment of an activity carried out at home and recommend control measures.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	6 (3 hours)

Lesson objectives	<ul style="list-style-type: none"> • To build on learning from previous lesson. • To complete a risk assessment and recommend control measures.
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Resources checklist	<ul style="list-style-type: none"> • Unit specification • Computers with internet access for research • Whiteboard/flip chart • Risk assessment templates and scoring system (TF) • Completed risk assessments • Learner work from Lesson 5 private study
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (30 minutes)	<ul style="list-style-type: none"> • Recap previous lesson and discuss control measures suggested from private study. • Hand out risk assessment templates.
Main activities (120 minutes)	<ul style="list-style-type: none"> • Paired activity: learners to investigate completed risk assessments from warehouse situations supplied by the teacher and identify appropriate control measures using the hierarchy of control. • Teacher-led discussion: Learners in their pairs feed back to the rest of the group on findings and recommended control measures.
Concluding activity (30 minutes)	<ul style="list-style-type: none"> • Teacher-led discussion: Discuss lesson content to confirm learner understanding.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	7 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • the control of substances hazardous to health regulations • CLP labelling regulations • dealing with spillages and the use of data sheets.
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Resources checklist	<ul style="list-style-type: none"> • Whiteboard • Unit specification • Sample CLP markings and data sheets • Spillage kit • Presentation about products with CLP markings (PS) • Computers with internet access for research
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (20 minutes)	<ul style="list-style-type: none"> Recap previous lesson and explain lesson aims.
Main activities (140 minutes)	<ul style="list-style-type: none"> Teacher-led presentation: Show learners some commonly used products with CLP labelling. Give an overview of CLP and COSHH regulations. Teacher-led discussion: Discuss all labelling requirements and the use of data sheets in a warehousing environment. Teacher demonstration: Explain the contents and use of a spillage kit, including PPE. Small group activity: Learners investigate how to deal with spillages for given scenarios, then recommend procedures and follow-up actions. Teacher-led discussion: Learners share their findings with the whole group.
Concluding activity (20 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss lesson content to confirm learner understanding.
Private study	<ul style="list-style-type: none"> Learners revise the meanings of all CLP pictograms.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	8 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • fire safety • the fire triangle • the uses of different types of firefighting equipment.
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Resources checklist	<ul style="list-style-type: none"> • Computers with internet access for research • Whiteboard/flip chart • Unit specification • Handouts about the fire triangle • Firefighting equipment • Presentation about the fire triangle and firefighting (PS)
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (15 minutes)	<ul style="list-style-type: none"> Recap previous lesson and explain the lesson aims
Main activities (150 minutes)	<ul style="list-style-type: none"> Teacher-led presentation: Explain the components required for a fire to start using the fire triangle as a visual learning aid. Teacher presentation: Explain the different categories of fire, the possible causes of fire in the different categories and why there is a need for different types of extinguisher/firefighting equipment to deal with fires in each category. Small group activity: Learners discuss the possible causes of fire in a warehousing environment and how they can be minimised or prevented and the correct type of extinguisher/equipment for each situation. Teacher-led discussion: Learners share their findings with the whole group.
Concluding activity (15 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss lesson content to confirm learner understanding.
Private study	<ul style="list-style-type: none"> Learners research and revise colour coding and the use of different fire extinguishers.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	9 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • fire evacuation procedures and the need for test evacuation • how to review and monitor evacuation procedures.
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Resources checklist	<ul style="list-style-type: none"> • Unit specification • Whiteboard • Computers with internet access for research • College fire evacuation procedures
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (10 minutes)	<ul style="list-style-type: none"> Recap previous lesson and explain lesson aims.
Main activities (140 minutes)	<ul style="list-style-type: none"> Teacher to explain why there is a need for set evacuation procedures with agreed protocols and the need for test evacuations to be carried out in order to monitor the effectiveness of the procedure. Small group activity: Learners discuss the college's fire evacuation procedure including assembly points and location of emergency exits. Class activity: Initiate a test evacuation in which all learners take part. Mark one exit as being unavailable and then time and observe the process. Make notes, including time taken to evacuate and other observations. Teacher-led discussion: Summarise their observations and initiate a discussion about the effectiveness of the current procedures. Encourage learners to identify any improvements that could be made to the current procedure.
Concluding activity (30 minutes)	<ul style="list-style-type: none"> Summarise learning and check learners' understanding.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	10 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • Heindrich’s Accident Triangle • the concept of ‘near miss’ • common types of accident and their causes.
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Resources checklist	<ul style="list-style-type: none"> • Whiteboard • Unit specification • Computers with internet access for research • Presentation on Heindrich’s Accident Triangle (PS) • Handouts about Heindrich’s Accident Triangle • Guest speaker
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (10 minutes)	<ul style="list-style-type: none"> Recap previous lesson. Explain the lesson aims and introduce the guest speaker.
Main activities (140 minutes)	<ul style="list-style-type: none"> Teacher-led presentation: Heindrich's Accident Triangle Teacher-led discussion: Discuss what is meant by a 'near miss', why it should be investigated, how it is reported and its relationship to Heindrich's Accident Triangle. Guest speaker: talk about the importance of following safe working practices. Learners ask questions. Teacher-led discussion: Discuss what constitutes a 'near miss' and the need to report and investigate non-compliance. Paired activity: Learners discuss what is meant by the term 'accident', the common causes of workplace accidents and how workplace injuries occur. Teacher-led discussion: Discuss learners' findings from paired activity.
Concluding activity (30 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss lesson content to confirm learner understanding.
Private study	<ul style="list-style-type: none"> Learners revise the topics covered in the lesson.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	11 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • the importance of correct warehouse layout, environment and facilities • the consequences of incorrect warehouse layout, environment and facilities.
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Resources checklist	<ul style="list-style-type: none"> • Unit specification • Whiteboard • Computers with internet access for research • Presentation on the need for correct warehouse layout, environment and facilities (PS) • Presentation about common warehouse issues relating to warehouse layout (PS)
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (20 minutes)	<ul style="list-style-type: none"> Recap previous lesson and explain the lesson aims.
Main activities (140 minutes)	<ul style="list-style-type: none"> Teacher-led presentation: the need for correct warehouse layout, environment and facilities Paired activity: Learners research and discuss the possible impact of incorrect warehouse layout, of not maintaining correct environmental conditions and of not providing the correct facilities. Teacher-led discussion: Discuss findings from paired discussion activities. Teacher-led presentation: Present common warehouse issues relating to the lesson content.
Concluding activity (20 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss lesson content to confirm learner understanding.
Private study	<ul style="list-style-type: none"> Learners revise and research warehouse layouts and environmental requirements and facilities.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	12 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • the requirements of correct hygiene levels in a warehouse environment • the consequences of not maintaining the quality of stock.
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Resources checklist	<ul style="list-style-type: none"> • Unit specification • Whiteboard • Computers with internet access for research • Presentation about common warehouse issues relating to warehouse hygiene and stock quality (PS)
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (20 minutes)	<ul style="list-style-type: none"> Recap previous lesson and explain the lesson aims.
Main activities (140 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss the need for correct hygiene levels and maintaining the quality of stock. Paired activity: Learners discuss the consequences of not maintaining the correct levels of hygiene or the conditions needed to maintain the quality of stock, then consider the impacts on the organisation and the organisation's customers. Pair presentation: Learners present their findings from paired activity. Teacher presentation: Present common warehouse issues relating to the lesson content.
Concluding activity (20 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss lesson content to confirm learner understanding.
Private study	<ul style="list-style-type: none"> Learners revise and research consequences of not maintaining the quality of stock.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	13 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • the need for special storage conditions • the consequences of not maintaining special storage conditions.
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Resources checklist	<ul style="list-style-type: none"> • Unit specification • Computers with internet access for research • Whiteboard • Presentation about completing accident report forms (PS) • Accident report forms
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (20 minutes)	<ul style="list-style-type: none"> Recap previous lesson and explain the lesson aims.
Main activities (140 minutes)	<ul style="list-style-type: none"> Teacher-led presentation: Explain the need for special storage conditions. Paired activity: Learners discuss the outcomes of not using storage facilities correctly. Teacher-led discussion: Learners share their findings with the whole group. Teacher-led presentation: Show learners how to complete an accident report form correctly. Explain why, after each report, there is a need to investigate the cause of the accident. Paired activity: Give the whole group a scenario that led to an accident. In pairs, learners use the information given to complete an accident report form.
Concluding activity (20 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss lesson content to confirm learner understanding.
Private study	<ul style="list-style-type: none"> Learners revise special storage conditions.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	14 (3 hours)
Lesson objectives	<ul style="list-style-type: none"> • To recap Learning aim B.
Resources checklist	<ul style="list-style-type: none"> • Assessment Workbook Task 2 • Unit specification • All teaching and learning resources from previous lessons • Flip chart • Computers with internet access for research
Key: AS : Activity Sheet; TF : Template Form; PS : Presentation Slide	

Activities	Teaching notes
Starter activity (20 minutes)	<ul style="list-style-type: none"> Recap previous lesson and explain the lesson aims.
Main activities (130 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss all topics that have been covered in Learning aim B. Paired activity: Learners review all topics covered in the learning aim and discuss the importance of compliance in a warehouse. Facilitate discussion within each pair and correct any misunderstandings. Teacher-led discussion: Learners compile a list of questions and points of interest for the visit in Lesson 16.
Concluding activity (30 minutes)	<ul style="list-style-type: none"> Question and answer session: Cover main points highlighted in the review session.
Private study	<ul style="list-style-type: none"> Revise learning aim content in preparation for completing Assessment Workbook Task 2.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	15 (3 hours)

Lesson objectives	<ul style="list-style-type: none"> To recap the assessment requirements for Assessment Workbook Task 2 (Learning aim B). To complete Assessment Workbook Task 2.
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Resources checklist	<ul style="list-style-type: none"> Assessment Workbook Unit specification Computers with internet access for research All teaching and learning resources for previous lessons, including learners' notes
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (15 minutes)	<ul style="list-style-type: none"> Introduce the aims of the lesson and go through the requirements of Assessment Workbook Task 2. Teacher-led question and answer session: Ensure that learners fully understand the requirements of the task.
Main activities (150 minutes)	<ul style="list-style-type: none"> Assessment activity: Learners complete and submit Assessment Workbook Task 2.
Concluding activity (15 minutes)	<ul style="list-style-type: none"> Bring learners together to discuss their progress with Assessment Workbook Task 2 and any issues encountered.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	16 (3 hours)
Lesson objectives	<ul style="list-style-type: none"> • Visit a working warehouse to see compliance and safe working practices in action.
Resources checklist	<ul style="list-style-type: none"> • Notepads and pens • Clipboards • Flip chart • Questions prepared in Lesson 14
Key: AS : Activity Sheet; TF : Template Form; PS : Presentation Slide	

Activities	Teaching notes
Starter activity (30 minutes)	<ul style="list-style-type: none"> Outline health and safety regulations and points of interest from Lesson 14. Explain that learners need to make notes and ask questions prepared in Lesson 14.
Main activities (120 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Give learners background information about the organisation they will be visiting and the activities that it carries out Visit to a functioning warehouse: Learners visit warehouse to observe, listen and ask questions. About compliance and safe working practices in action. Learners to ask the warehouse representative questions. Teacher to maintain health and safety, help with questioning and point out relevant activities in the warehouse.
Concluding activity (30 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss what learners learned from the visit.
Private study	<ul style="list-style-type: none"> Learners write up their notes from the visit.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	17 (3 hours)

Lesson objectives	<p>To introduce learners to:</p> <ul style="list-style-type: none"> • methods used to maintain security and why they are needed in a warehouse • the features of different security measures • the advantages and disadvantages of different security measures • the consequences of not maintaining security in a warehousing environment.
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Resources checklist	<ul style="list-style-type: none"> • Unit specification • Computers with internet access for research • Whiteboard/flip chart • Presentation about why goods need to be kept secure in a warehouse and different security measures used in a warehouse.
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (20 minutes)	<ul style="list-style-type: none"> Recap of the visit and explain lesson aims.
Main activities (140 minutes)	<ul style="list-style-type: none"> Teacher-led presentation: why goods need to be kept secure in a warehouse and different security measures used in a warehouse. Small group activity: Learners produce brief reports outlining the advantages and disadvantages of different security measures. The reports should include an analysis of cost, effectiveness and perception of staff and customers. Teacher-led discussion: Discuss the reports produced by the small groups, highlighting the benefits and disadvantages of each security measure. Teacher-led discussion: Discuss the consequences for the organisation, supervisor, customer and individual of not maintaining security in a warehouse.
Concluding activity (20 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Discuss lesson content to confirm learner understanding.
Private study	<ul style="list-style-type: none"> Learners research and revise different security measures.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	18 (3 hours)

Lesson objectives	<ul style="list-style-type: none"> To recap the assessment requirements for Assessment Workbook Task 3 (Learning aim C). To complete Assessment Workbook Task 3.
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Resources checklist	<ul style="list-style-type: none"> Assessment Workbook Task 3 Unit specification Computers with internet access for research Whiteboard/flip chart All teaching and learning resources for previous lessons, including learners' notes
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (45 minutes)	<ul style="list-style-type: none"> Introduce the aims for the lesson and explain the requirements of Assessment Workbook Task 3. Teacher question and answer session: to ensure learners fully understand the requirements of the task.
Main activities (90 minutes)	<ul style="list-style-type: none"> Assessment activity: Learners to work to complete and submit Assessment Workbook Task 3
Concluding activity (45 minutes)	<ul style="list-style-type: none"> Teacher-led discussion: Bring learners together to discuss their progress with Assessment Workbook Task 3 and any issues encountered.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	19 (3 hours)
Lesson objectives	<ul style="list-style-type: none"> • To reinforce learning acquired in the previous 18 lessons. • To confirm understanding of all the criteria in the unit.
Resources checklist	<ul style="list-style-type: none"> • Assessment Workbook • Unit specification • All teaching and learning resources for previous lessons, including learners' notes and completed worksheets • Presentation about the content of each topic covered during the unit
Key: AS : Activity Sheet; TF : Template Form; PS : Presentation Slide	

Activities	Teaching notes
Starter activity (30 minutes)	<ul style="list-style-type: none"> • Introduce the lesson and state the objectives. • Teacher-led presentation: Present an overview of the content for each topic covered during the unit. • Teacher-led question and answer session: to check learners' understanding of all unit content.
Main activities (130 minutes)	<ul style="list-style-type: none"> • Small group activity: Split the group into three groups. Give each group one of the unit's learning aims and the relevant teacher presentations. Learners discuss the content of their learning aim. Learners use the internet to explore in more depth the learning aim and unit content. Learners write notes summarising the learning acquired. • Teacher-led discussion: Each group in turn presents their findings to the rest of the group. Learners from each group ask questions of the other groups to clarify understanding of each learning aim. Discuss all three learning aims.
Concluding activity (20 minutes)	<ul style="list-style-type: none"> • Recap learning aims and assessment criteria for Unit 5.
Private study	<ul style="list-style-type: none"> • Learners review all assessment criteria for this unit.

Lesson plan

Qualification	Pearson BTEC Uzbekistan Level 4 Qualifications in Warehouse Supervision
Unit	Unit 5: Compliance in a Warehousing Environment
Lesson number	20 (3 hours)

Lesson objectives	<ul style="list-style-type: none"> • To reinforce learning acquired from the previous 19 lessons. • To confirm understanding of all the criteria in the unit. • To review assessment feedback and identify strengths and areas for improvement.
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Resources checklist	<ul style="list-style-type: none"> • Assessment Workbook • Unit specification • Assessment submission records • All teaching and learning resources from all previous lessons, including learners' notes and completed worksheets • Flip chart
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Key: **AS**: Activity Sheet; **TF**: Template Form; **PS**: Presentation Slide

Activities	Teaching notes
Starter activity (15 minutes)	<ul style="list-style-type: none"> • Introduce the lesson, state the lesson objectives and recap the content of previous lesson. • Teacher-led question and answer session: to answer questions arising from the previous lesson.
Main activities (165 minutes)	<ul style="list-style-type: none"> • Whole group discussion: Learners carry out a group progress review, identifying their strengths and areas for improvement as a group. • Teacher-learner one-to-ones: Give summative assessment feedback for the unit to each learner individually. • Teacher-led discussion: Confirm and record grades. Gather learner feedback on the unit.

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