Diploma in Fire Risk Assessment

Qualification Specification

www.nationalsafetyacademy.co.uk

national safety academy

Contents

03 **WELCOME TO THE COURSE**

Who is this qualification for?

05 **OUR COMMUNITY**

Who are our community?

06 **YOUR LEARNING JOURNEY**

What are the learning outcomes?
What does the syllabus look like?
How long does it take to complete?

11 **SUPPORT**

What support will I receive?

12 **ASSESSMENT**

How will I be assessed?
Completing your assessment
Grading and feedback
Receiving a 'refer'
Submitting late
Resubmitting an assessment
Results and certification

WELCOME TO THE COURSE

Introduction

Welcome to the **NSA Diploma in Fire Risk Assessment**.

This qualification has been developed to equip you with the knowledge and skills needed to effectively assess fire risks in a variety of settings.

Our courses are designed to take you on a learning journey. You'll always learn from first principles, so expect to come away understanding and being able to explain the why and how - as well as the what.

The NSA Diploma in Fire Risk Assessment has been credit rated by the SQA at **Level 10 SCQF** which is equivalent to **Level 6 RQF** in England and Wales.

This means that completion of the qualification meets the academic requirements to apply for the highest tier of membership with the **IFE** (Member) and **IFSM** (Member), although it is subject to your experience in the field too.

This qualification has been designed in alignment with the competencies outlined in **BS 8674**. It addresses all of the knowledge requirements specified in the Standard, from Foundation through to Advanced level. While the qualification also introduces some of the related skills and behaviours, many of these can only be fully developed and demonstrated through practical experience and real-world application.

WELCOME TO THE COURSE

Who is this qualification for?

The NSA Diploma in FIre Risk Assessment is for individuals who have responsibility for carrying out the fire risk assessment in multiple premises or premises which are low, moderate or high fire risk in the UK.

These individuals might include:

- Fire safety consultants
- In-house fire risk assessors
- Safety professionals
- Building or facilities managers
- Building designers or architects

This qualification would also benefit anyone looking to better understand the principles that underpin the provision of fire safety precautions.

Who is this qualification not suitable for?

This qualification alone is unlikely to provide sufficient knowledge to carry out the fire risk assessment for very high risk premises, or be suitable for those with complex fire safety engineering responsibilities, or those designing and prescribing the fire safety strategy in a new building.

Whilst this qualification will provide a knowledge base enabling the learner to go on to carry out these responsibilities in the future, further study and experience would certainly be required before they would be considered competent to do so.

OUR COMMUNITY

Who are our community?

Our community is designed to be a supportive and collaborative environment. Connect with fellow safety professionals, share experiences, and ask questions. Parts of our community are open to everyone, while others are exclusive to course participants.

You will be automatically enrolled in the relevant areas of the community upon purchasing your qualification. Feel free to introduce yourself and start a conversation!



What are the learning outcomes?

Upon successful completion of the qualification, you will be able to:

Understand and apply fire safety principles to a range of situations.

Learners must develop a comprehensive understanding of foundational fire safety principles, including fire dynamics, human behaviour in fire scenarios, and the legislation which underpins the approach to fire safety in England and Wales. This knowledge will be applied across a variety of complex environments, requiring learners to analyse unique challenges, interpret applicable standards, and devise appropriate solutions.

Evaluate fire safety measures and make recommendations and justifications on how to improve them.

Learners will assess existing preventive and protective measures, identify weaknesses or gaps, and suggest reasonable additional control measures where necessary. This process includes considering the impact of their recommendations on life safety and operational continuity.

Justify and communicate recommended fire risk controls considering any legislative, financial and operational impacts.

Learners must provide reasoned arguments for their chosen fire risk controls, ensuring that recommendations align with legal requirements, fit within budgetary constraints, and support operational objectives. This requires the ability to influence stakeholders and present information in a clear, professional manner.

YOUR LEARNING JOURNEY

Demonstrate a sound technical understanding of fire precautions.

Learners will be expected to show a deep understanding of the technical aspects of fire precautions, such as fire alarm systems, fire suppression, compartmentation, and egress strategies. This includes being able to explain how these measures function individually and as part of a cohesive system to reduce risk.

Demonstrate commitment to development of competency in line with current professional standards.

Fire safety is a constantly evolving field which requires a commitment to lifelong learning and development of competency over time. Learners will understand the meaning of competency and how it relates to them as a professional. They must demonstrate their dedication to staying informed about industry advancements, changes in legislation and standards, and professional best practices.

YOUR LEARNING JOURNEY

What does the syllabus look like?

Our qualification syllabus ensures progressive learning, building from foundational principles to practical application. You will study two units, each comprised of blocks that guide your development step by step.

Unit 1 | Principles of fire safety

Starting with an understanding of fire safety law and the science of fire, you will progressively build knowledge on how fire impacts buildings and the people within them.

Block 1 | Foundations of Fire Safety Law
Understand the key elements of fire safety law, including the duties of the Responsible Person and consequences of non-compliance.

Block 2 | The Process of Combustion
Learn the science of fire, ignition sources, and factors affecting combustion and fire spread.

Block 3 | Fire Behaviour
Understand how fire develops in buildings, the impact of construction on fire behaviour, and the influence of some protective measures.

Block 4 | Human Behaviour
Predict human reactions to fire and apply models for safe escape, focusing on factors that influence escape time.

Block 5 | Evacuation Strategies
Evaluate and implement appropriate evacuation strategies based on specific scenarios and occupant needs.

YOUR LEARNING JOURNEY

Unit 2 | Fire risk assessment

You'll learn to apply fire safety principles in real-world contexts, understanding how complex building features may present risks and how to ensure safe escape routes in both simple and multi-storey structures.

Block 6 | Fire Prevention
Apply prevention principles and recommend control measures to manage and reduce fire risk to acceptable levels.

Block 7 | Fire Protection
Learn the roles of active and passive fire protection systems and the responsibilities for maintaining them.

Block 8 | Means of Escape I
Assess escape adequacy in single-storey premises and mitigate risks associated with inner rooms and dead-end conditions.

Block 9 | Means of Escape II
Evaluate escape routes in two-storey premises and identify potential risks related to stairways, exits, and flow of occupants.

Block 10 | Means of Escape III
Assess multi-storey escape strategies in buildings with complex features such as mezzanines and basements.

Block 11 | Fire Safety Management
Evaluate fire safety management systems, emergency plans, and provide compliance guidance to duty holders.

Block 12 | Becoming a Fire Risk Assessor
Understand the evolving nature of fire safety law and the importance of ongoing professional development for fire risk assessors.

YOUR LEARNING JOURNEY

How long does it take to complete?

This course is approximately **400 hours** (equivalent to 41 SCQF credits) which are made up of a mixture of guided learning, assessment, tutor sessions, and independent research. As your studying is self-directed, you can split these hours up whichever way works best for you. You might be able to take 8-10 working weeks to complete the qualification in one go, or alternatively you can fit study in around other commitments in your life.

From the date of enrolment, you'll have **12 months** to complete your qualification.



SUPPORT

What support will I receive?

Your learning journey will be supported with real-life examples, case studies, videos, e-learnings and more. Our learning materials use everyday language that just makes sense - the first time you read it.

You will navigate through the course content in your learning portal online.

To support your learning, you'll also have access to:

- 7-day-a-week tutor support via email and our forums.
- Consolidation activities at the end of each block to test your understanding.
- Community forums to learn and share knowledge with your peers.
- Learner support team for queries around your enrolment, policies and procedures.

ASSESSMENT

How will I be assessed?

NSA assessments are designed to reflect real life, and enable you to demonstrate the skills that are required in a workplace. They are designed to measure your understanding of key concepts, your ability to apply knowledge in real-world situations, and your critical thinking skills.

The NSA Diploma in Fire Risk Assessment consists of three assessments in total.

Assessment 1 | Giving advice

Respond to a series of emails from clients asking for fire safety advice. This assessment has a two-week deadline from the date of request.

Assessment 2 | Upholding fire precautions

Explain deficiencies in preventive and protective systems at a client's premises. Produce a written report along with an audio clip of your executive summary for the client. This assessment has a four-week deadline from the date of request.

Assessment 3 | Fire risk assessment

Complete a fire risk assessment of a moderate risk premises in a real-life simulation. This assessment has a six-week deadline from the date of request.

Completing your assessments

When you feel ready to complete an assessment, you will be able to download your assignment from the learning portal. You will be given a realistic scenario and a task to complete which you'll need to submit before the deadline.

ASSESSMENT

Grading and feedback

Our team of competent assessors will aim to mark your assessment and provide feedback within 10 working days, which you'll be able to access through your learning portal.

At NSA, we use a Pass/Refer grading system. This simply means:

- Pass: You've met all the assessment criteria - great job!
- Refer: One or more of the assessment criteria was not met.

Receiving a ‘refer’

Remember, a ‘refer’ isn’t a fail - it’s an opportunity to refine your skills and knowledge so you can be even more effective in keeping people safe in real life.

Your assessor will provide feedback on any parts of the assessment where you haven’t fully met the criteria. This feedback will clearly highlight the specific areas that need improvement, so you’ll know exactly where to return to the learning materials and review your understanding.

When you're ready, you can resubmit your assessment at any time, after payment of the associates fees. Be sure to review our resubmission policy for detailed instructions on this process and our current fees.

ASSESSMENT

Late submissions

We understand that sometimes things don't go as planned. If you know you're unable to submit your assessment on time, please let us know as soon as possible as we may be able to grant you additional time under our special considerations policy.

If your submission is submitted late or not at all, it will be graded as a 'Refer'. You will be issued with a new assessment scenario when you come to retake the assessment and will need to pay the appropriate fees. Please refer to our resubmission and late submission policy for more information and our current fees.

Results and certification

Once your assessments have been reviewed and graded, you'll be able to view your results through your learning portal. If you achieve a Pass in all required assessments, congratulations! You'll be eligible to receive your certificate.

Upon successful completion of your course, your certificate will be issued digitally. You can download, print, or share it as needed.

POLICIES

NSA policies and procedures

1

Academic malpractice

Rules and consequences to prevent unethical behavior like plagiarism, cheating, and maladministration, ensuring academic integrity and fairness.

2

Reasonable adjustments

How we ensure we remove barriers and support individuals with disabilities or specific needs, promoting equitable access and inclusion.

3

Resubmission and late submission

Defines conditions for reattempting or submitting work after deadlines, and the associated fees, to uphold fairness and accountability.

4

Special considerations

Adjustments to assessment and course deadlines for students affected by exceptional circumstances.

5

Re-marking

The process for requesting a review of assessed work to ensure grading accuracy, fairness, and transparency.

6

Complaints

A framework for addressing grievances fairly and transparently.

7

Appeals

A process for allowing learners to outline their views or concerns in relation to a decision or action taken by us.

0161 399 0702
hello@nationalsafetyacademy.co.uk
www.nationalsafetyacademy.co.uk