

## ‘The essentials of Health and Safety’

<b>Course Aims</b>	Working Safely is a one-day course for staff from any sector with no supervisory or managerial responsibility. It provides a grounding in the essentials of health and safety – everyone at work should have an understanding of why they must ‘work safely’ and this course offers exactly that. Working Safely introduces a completely new approach to health and safety training and offers all the basics in a high impact interactive package.
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<b>Timetable</b>	09.30 – 16.30
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<b>Examination</b>	Written assessment paper with a practical assessment
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<b>Course Outline</b>	<ul style="list-style-type: none"> <li>▪ Introduction to working safely</li> <li>▪ Definition of working safely</li> <li>▪ Identification of hazards associated with work activities</li> <li>▪ Assessment of risks associated with hazards</li> <li>▪ Using appropriate workplace precautions for specific risks</li> <li>▪ Assisting managers in preparing risk assessments</li> <li>▪ Identifying common hazards             <ol style="list-style-type: none"> <li>1. Fire 2. Electricity 3. Work traffic 4. Physical and verbal abuse 5. Working environment 6. Slips, trips and falls 7. Manual handling 8. Noise 9. Chemicals</li> </ol> </li> <li>▪ Improving safety performance             <ol style="list-style-type: none"> <li>1. Safe systems of work 2. Permits to work 3. Protective equipment 4. Safety signs 5. Emergency procedures 6. Accident/incident reporting 7. Health checks 8. Contract work 9. Inspections</li> </ol> </li> <li>▪ Protecting the environment             <ol style="list-style-type: none"> <li>1. Waste control 2. Pollution control 3. Contributing to reducing environmental impacts</li> </ol> </li> </ul>
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<b>Course objectives</b>	<p>Upon completion of this course, candidates will be able to:</p> <ul style="list-style-type: none"> <li>▪ Identify the hazards and evaluate the risks in their workplace</li> <li>▪ Use appropriate workplace precautions for specific risks</li> <li>▪ Assist managers in preparing written risk assessments</li> <li>▪ Follow their organisation’s Health and Safety policy</li> <li>▪ Co-operate and communicate on safety matters</li> <li>▪ Carry out work activities without endangering themselves or others</li> <li>▪ Report relevant accidents and incidents</li> <li>▪ Monitor their own activities and assist managers in active monitoring</li> </ul> <p>Successful candidates will be awarded the IOSH Working Safely Certificate.</p>
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