



Training Courses

Essential Health & Safety
training for your workforce



Why is training so important?



Ensuring a competent workforce is a legal requirement for employers.

A well run business will understand the importance of training, and that a competent workforce is one of the cornerstones of effective safety management.



Trained workers and managers (and leaders!) are more aware of the dangers that they face, and more likely to make good decisions.



We believe that knowledge and understanding are the keys to improving workplace safety. Your workforce will gain valuable knowledge that will be accurate, relevant, up to date and may just save a life.



Your training will be delivered by practicing safety professionals who are fully aware of the challenges you face in the workplace every day.

There are other good reasons why training is so important...

- Reduced risk of accidents and ill health caused by work
- Improved productivity
- Increased efficiency
- Improved company reputation
- Improved Employee retention and engagement
- Better standing among competitors
- Reduced risk of prosecution
- Reduced risk of civil claims

Why train with HCS Safety?

Our Tutors



We are very proud of the talent we have here at HCS Safety. Our tutors are qualified, experienced and very passionate about what we do. You will find them welcoming, engaging and friendly, as well as highly knowledgeable about their subjects.

When they are not in the classroom, they are out and about working in the "real world" helping our many clients in a huge variety of workplaces.

Our Courses



Our training courses are developed to be engaging and interactive. We know how important it is to make the training interesting and ensure our delegates retain their knowledge. We do this by keeping our delegates occupied and interested throughout. Our accreditation bodies audit us regularly to help maintain our high standards.

Our Training Facilities



Our training centre is well located and easy to find. It is bright, clean and spacious, with first class facilities. You will also find free parking, refreshments and you can even charge your electric vehicle here for free.

Our Reviews



Don't take our word for it!

Please take a look at the [reviews page](#) on our website to see what our clients have to say.

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**Professional
Friendly
Practical**



**HCS
SAFETY**

Our Accreditations



Approved
training
provider
2698

Institution of Occupational Safety and Health.

Our accreditation body for:

- IOSH Leading Safely
- IOSH Managing Safely
- IOSH Working Safely



Construction Industry Training Board

Our accreditation body for:

- Site Management Safety Training Scheme
- Site Supervisors Safety Training Scheme
- Health & Safety Awareness
- Site Environmental Awareness Training Scheme



Prefabricated Access Suppliers and Manufacturers Association

Our accreditation body for:

- Towers for Users
- Low Level Access Platforms
- Towers and Low Level Access Combined



UK Asbestos Training Association

Our accreditation body for:

- Asbestos Awareness
- Asbestos Awareness Refresher

Our Accreditations



National Examination Board in Occupational Safety and Health.

Our accreditation body for:

- NEBOSH National Diploma
- NEBOSH General Certificate
- NEBOSH Construction Certificate
- NEBOSH/HSE Certificate in Workplace Stress
- NEBOSH Award in Accident Investigation



NUCO Training

Our accreditation body for:

- Emergency First Aid
- First Aid at Work
- First Aid for Mental Health



Royal Life Saving Society UK

Our accreditation body for:

- RLSS Emergency First Aid at Work
- National Pool Supervisor Qualification

In-House and Bespoke Training Courses



In house courses are ideal if you have a number of delegates and would like to choose a date or location that suits you.

We can run an in-house version of any of our courses, whether accredited or not, and can offer you a classroom at our training centre, or use a venue of your choice. We can come to you anywhere in the UK.

In-house courses are a cost effective way of getting the training you need at a date and place that suits you.



Bespoke training can be developed with you to deliver exactly what your business needs.

If your people face specific hazards, or you would like us to incorporate your own procedures or documentation then just let us know.

We are experts at writing training programmes, and we really enjoy the process of giving you exactly what you need.

Please call us or email to discuss

IOSH Leading Safely



1 day course.

For Directors and senior management of all organisations.

The course talks to those who have the most power and influence within their company.

The IOSH Leading Safely course will give you a solid base of understanding in your health and safety duties as a leader and enable you to go back and plan for a safer future for your business.

We can guarantee it will be an interesting and lively course - a great opportunity to meet others with the same responsibilities.

The final element of the course is to decide on 3 safety commitments to take back to your organisation.

Course Content

Legal, financial and human effects of workplace accidents and ill health

Legal basics - negligence, duty of care, vicarious liability

The Health & Safety at Work Act - your duties

Safety management systems - overview

Policy and planning / risk profiling

Capability and competence - your duties

Improving safety culture in your business

Measuring performance / reporting

Commitments for the future

IOSH Managing Safely



3 day course.

For Managers who are responsible for the safety of others in any industry

The IOSH Managing Safely course is a unique training programme produced by one of the most respected organisations in the world. Course delegates will be active, engaged and interested throughout.

Memorable and thought-provoking facts, figures and case studies help drive the points home over the whole course.

Each module is backed by crystal clear examples, recognisable scenarios and summaries to reinforce the key learning points.

Course Content

Understanding your responsibilities

Identifying hazards

Assessing risks

Controlling risks

Investigating accidents and incidents

Measuring performance

Protecting the environment

Practical workplace assignment

Certification lasts for 3 years

Refresher course available

IOSH Working Safely



1 day course.

For all workers within any organisation.

IOSH Working Safely is for everyone who may be exposed to hazards during their working day.

These may include physical hazards such as slips, trips and falls, exposure to chemicals or longer-term hazards such as noise, vibration and stress.

Training for your workforce is all about personal responsibility. Once employers have provided safe ways of working, it is over to your workers to use them.

Managers and Directors don't tend to get hurt at work - we need to train those that do...

IOSH Working Safely offers a high impact, interactive presentation that's designed to be fun and get people fully involved and interested.

Course Content

Why is it important to work safely?

What causes us harm?

How do we control risk?

Hazards in the workplace

Your legal duties and responsibilities

How is safety measured - reporting

Protecting the environment

End of course assessment



Engaging, interactive training for all levels of your workforce.

Leading Safely	Aimed at company directors and senior management from all organisations, large or small. Understand your responsibilities and see your business thrive.	1 day
Managing Safely	Aimed at managers who make decisions that affect others. Understand how to plan safe working methods and organise a safe workplace.	3 days
Working Safely	Aimed at the people in your workforce who are most at risk of injury or ill health. Understand how accidents happen and how personal responsibility is vital for all.	1 day

General Certificate

Construction Certificate



11 teaching days + 1 revision session

The **NEBOSH National General Certificate** is aimed at managers and others with safety responsibilities from all organisations who need a broad understanding of health and safety issues, with the knowledge gained on the course helping them to manage risks effectively.

Qualified safety professionals are real assets to their organisations, building an effective safety culture within the company and reducing costs by preventing accidents and ill health of employees

The NEBOSH National General Certificate covers the main legal requirements for safety in the UK, whilst identifying and ensuring awareness of a range of workplace hazards and methods of control for both accident prevention and reduction of ill health.

NG1 Module Elements

Importance of H & S Management

H & S Management Systems

Assessing and Managing Risk

Health & Safety monitoring and measuring.

NG2 Module Elements

Physical & psychological health.

Musculoskeletal health

Chemical & biological agents.

Work equipment.

Fire

Electricity.

Please see our website for full course details

Assessment:

NG1: 24 hour open book examination

NG2: Risk Assessment practical assignment

10 teaching days + 1 revision session

The **NEBOSH Certificate in Health and Safety Management for Construction** is aimed at Managers and safety professionals within the industry who are required to ensure that activities under their control are undertaken safely.

Many construction organisations choose this course as a key part of their supervisory or management development programme. By ensuring that line managers have a sound understanding of the principles of risk management they build an effective safety culture in the company.

It is a natural progression from the CITB SMSTS course, which we recommend delegates attend first.

NC Module Elements

Construction H & S Management

Safety Culture

Assessing and Managing Risk

Managing change and procedures

Excavations/ Confined Spaces/ Demolition

Mobile Plant / Driving/ Traffic Management

Working at Height

Work Equipment/ Lifting Operations

Electricity/ Fire

Chemical and Biological Agents

Physical and Psychological Health

Please see our website for full course details

Assessment:

NC: 48 hour open book examination

National Diploma

For Occupational Health & Safety Management Professionals



Unit DN1 - 11 teaching days

Unit DN2 - 7 teaching days

Unit DN3 - 9 teaching days

The **NEBOSH National Diploma for Occupational Health and Safety Management Professionals** is a perfect choice if you want to make health and safety your career. The syllabus has been developed with experts for experts!

The resulting qualification will give you the knowledge and practical skills you need to perform as a leading health and safety professional of the future. You will gain confidence in your capabilities to recognise and solve everyday health and safety issues and take opportunities for improvement.

Building upon the foundation of knowledge provided by the NEBOSH General or Construction Certificate, it is particularly relevant for health and safety professionals or those with aspirations to be one and people with health and safety responsibilities who want to gain an in-depth understanding.

This highly respected degree-level course will require a high level of commitment and private study but the rewards will be well worth the effort.

Face to face is best!

All of our NEBOSH courses are taught face to face by practicing safety professionals who are passionate about their subject and your success.

We believe very strongly that this is the best way to learn and our exam results support this.

For best results, train in real life with real people!

There are no traditional written exams, instead the units are assessed as follows:

• **ND1 - Workplace Health & Safety Principles**

Assignment - workplace-based tasks together with simulations, reflective statements and a research topic

• **ND2 - Controlling Workplace Health Issues**

Scenario-based case study

• **ND3 - Controlling Workplace Safety issues**

Scenario-based case study

Please see our website for full course contents.

ND1 sample content:

- Health and Safety Regulations
- Prosecutions/ Enforcement
- Civil Law / Damages and Liability
- Leadership / Consultation
- Health & Safety Culture
- Behavioural Change Programmes
- Risk perception
- Human Failures and Factors

ND2 sample content:

- Occupational Health Services
- Equality in the Workplace
- Mental Ill Health
- Health Surveillance
- Epidemiology & Toxicology
- Types and Properties of Biological Agents
- Zoonotic/Vector Borne Diseases
- Control Measures
- Musculoskeletal Issues

ND3 sample content:

- PUWER Regulations
- Maintenance Methods
- Causes of Failures
- Machinery Control Systems
- Flammable and Explosive Materials
- Fire and Explosion Prevention and Protection
- Industrial Chemical Processes
- Storage, Handling and Transport of Dangerous Substances
- Electricity and Static Electricity
- High Voltage Systems

SMSTS



Site Management Safety Training Scheme



5 days

The Site Management Safety Training Scheme is for anyone who manages any aspect of construction work.

This course is recognised throughout the industry as the appropriate training level for site management.

Delegates will feel confident in their responsibilities for running a safe site and will gain an excellent working knowledge of legal requirements that apply to them.

The course is packed full of interaction and engagement in order to give the best learning experience to your delegates.

Course Content

Health & Safety at Work Act / CDM Regulations
H & S Management Systems
Assessing and Managing Risk
Accident Reporting and Investigation
COSHH/ Stress / Lead & Asbestos
Noise and Vibration / Manual Handling
Mobile Plant / Lifting Operations
Excavations / Confined Spaces / Services
Fire/ Electrics
Work at Height

Assessment:

4 group exercises plus a multiple choice/ short answer exam

Refresher - we also offer the 2 day refresher course (required after 5 years)

SSSTS



Site Supervisors Safety Training Scheme



2 days

This course is aimed specifically at site foremen and supervisors of any trade on any site from the smallest of refurbishments or extensions to the largest of £multi-million projects.

This course is recognised throughout the industry as the appropriate training level for site supervisors. On this lively, engaging course we will cover:

- What are your legal duties as a supervisor?
- What is CDM and how does it affect you?
- What is a toolbox talk and how do you give one?
- What do you need to know about safety issues?
- What do you need to know about health?
- What happens if there's an accident?

Course Content

Legal essentials for Supervisors
Communication / Engagement on site
What is CDM and how does it work?
Working at Height
Excavations/ Confined Spaces/ Demolition
Mobile Plant / Driving/ Traffic Management
Work Equipment/ Lifting Operations
Electricity / Fire

Assessment:

Toolbox talk delivery exercise plus a multiple choice/ short answer exam

Refresher - we also offer the 1 day refresher course (required after 5 years)

The CITB is planning some changes to the SSSTS course and the Refresher - please see website for updates

H & S Awareness



**Green Card course
for construction
site workers**



1 day

This course is for operatives who work on any type of building site and in any trade. This course is cited by BUILD UK training standards as the appropriate training level for site operatives.

It is the correct choice for anyone who needs to fulfil the training requirements to gain their CSCS green card and any person starting out in the construction industry who needs to understand the risks they face.

People who work on site are more likely to be hurt at work than in almost any other industry. This course will explain your rights and responsibilities, and educate you in the safety and health hazards you may face on site.

This will be an intense but rewarding day for all attendees, resulting in certainty, new knowledge and understanding.

Course Content

Legal rights and responsibilities
Hazards, risks and control measures
Safety risks and how to control them- working at height, excavations, plant and machinery, fire and electrics
Health risks and how to control them - lungs, skin, mental health, musculoskeletal issues, noise and vibration, biological hazards.
Causes of and reporting of accidents

Assessment:

Multiple choice test at the end of the course.

Literacy: We are familiar with folks who may not be at home in the classroom. If you have any issues with reading and writing, please tell us so we can support you.

SEATS



**Site Environmental
Awareness Training
Scheme**



1 day

This course is for delegates with management or supervisory responsibilities on a construction site. This could include site supervisors, managers, assistant managers, agents, and foremen.

It is designed to meet the basic environmental knowledge that the sub-contract chain are required to prove to major contractors, and covers the environmental aspects of the new HS&E touch screen test.

The course will bring the candidates environmental and sustainability knowledge up to date by giving a thorough overview of the subject, relevant legislation and industry best practice.

It will enable them to identify, control and minimise the environmental impacts of their work and where possible identify environmental improvement opportunities.

Course Content

Environmental impacts and the issues associated with construction activities
Why sustainability issues are important
An introduction to Environmental Management Systems
Waste management
Pollution prevention, contaminated land and water management
How to be a good neighbour
Being a responsible contractor

Assessment:

Delegates will be continuously assessed and required to successfully complete a multiple-choice test.

Risk Assessment



Health & Safety Management Training



1 day

Essential for those who are asked to write or update risk assessments.

Also required for those who need to check on whether safe systems of work and risk assessments provided by others are suitable.

For any employer, manager, or supervisor who is involved with developing safe ways of working or looking after the documentation associated with safety.

The day will be interactive, interesting and engaging. It will involve workshop-based activities to ensure delegates feel comfortable with the concepts and practice of risk management.

Course Content

Legal requirements for Risk Assessment

Understanding hazard and risk

Understanding likelihood and severity

Methods of reducing risk

The hierarchy of controls

Recording and communicating

Reviewing and Updating

Assessment:

Throughout the course, we will work through the process of risk assessment, which needs to be achieved successfully and to a high standard.

Update this course after 3 years

H & S Culture and Leadership



Health & Safety Management Training



1 day

Essential for those with influence over others - Directors, Managers and those with ambitions.

Safety culture is a combination of the attitudes, values, and perceptions that influence how something is actually done in the workplace, rather than how it should be done.

We will look at how to achieve a positive culture in your organisation.

The right leadership is essential in achieving a positive culture, so we will investigate different leadership styles and how they are best used.

There will also be a focus on why company values are so important and how to make them a reality.

An engaging and interactive day for all is guaranteed!

Course Content

What is Safety Culture?

The 4 C's and how to implement them

How failures in culture cause damage

Leadership and its shadow

Styles of Leadership and why they matter

Company Values and why they matter

Implementing your values into your business

Assessment:

Each delegate will be asked set 3 SMART goals to implement in their organisation that will assist in improving its safety culture.

Update this course after 3 years

Incident Investigation



1 day

The NEBOSH/HSE Introduction to Incident Investigation course is for anyone who wants to carry out incident investigations effectively.

Attending the course will enable you to:

- Independently investigate simple incidents
- Gather evidence including witness interviews
- Produce an action plan to prevent a recurrence
- Improve the safety culture in your organisation

Company benefits include:

- Drives down repeat incidents – learn lessons so it doesn't happen again
- Confidence that your organisation's approach to investigations is robust
- Improved safety culture by encouraging a proactive approach to incident investigation
- Build in-company expertise
- An approach to incident investigations that reflects best practice

Course Content

Moral, legal and financial arguments for investigations

Human and organisational factors that can contribute to an incident

The process for investigating incidents

Positive interview strategies and the barriers to successful interviews

Creating action plans to prevent recurrences

Practical Assessment:

You will be provided with a pack of evidence and shown a video of three witness interviews. You will be asked to review the evidence, evaluate each interview and produce an action plan that will help prevent a recurrence of an incident.

Understanding CDM



Health & Safety Management Training



1 day

This course is for everyone involved in construction projects including Clients (and Domestic Clients), Principal Designers, Designers, Principal Contractors and Contractors.

The Construction (Design and Management) Regulations (CDM) are significant and far-reaching for all concerned with building, refurbishment and maintenance work so a solid understanding is of vital importance to ensure the success and legal compliance of your project.

This interactive course is presented in a workshop style utilising exercises and class participation to ensure that delegates leave feeling fully informed and with a good level of understanding.

Course Content

The purpose, origins and structure of the Regulations

Duties of the duty holders including the Client, Designers and Principal Designer, Principal Contractors and Contractors

The principles of risk prevention in design and management

General duties for competence, cooperation and consultation

Requirements for notification of projects to HSE

Documentation requirements under the Regulations

Relationship with the Building Safety Act

Assessment:

Delegates will undertake group exercises and will also sit a multiple choice test at the end of the day.

Membership Service

We do more than training at HCS Safety! Read on to find out how our **Membership Service** can support your business



Our Membership Service provides access to qualified, experienced, friendly advisors, who will help your company achieve legal compliance and give you the peace of mind that comes with our support.

Our unique Membership Service has been growing successfully since 2010. It is enjoyed by hundreds of companies and is excellent value for money.

This is one of the best ways to comply with the legal requirement to have competent health and safety advice.

You'll have access to safety expertise that most companies can only dream of.

The Membership Service includes...

Safety Management System



Your Safety Management System combines everything you need to manage your health and safety. The simple but auditable system is based on HSE's guidance and all the forms you need are downloadable from SafetyNet - our unique online portal.

Health & Safety Policy



We will work with you to create your policy; it will be concise, relevant and tailored to your business.

We will review the policy annually, updating any organisational changes and/or legal and best practice advice where necessary.

Annual Safety Review



A face to face health-check on your company's compliance. Your advisor will list any actions needed and call you regularly to check your progress.

Your report will be available in SafetyNet so you can log in, see your to-do list and close out actions.

Duty Advisor Support



If you or an employee has a safety query, just call us at the office for instant access to expert advice. Our Duty Advisor is always available to respond to your needs

Keeping up to Date



Seminars are held on-line every month for our members and you can attend as many as you like. Subjects are updated regularly with the live issues of the day.

Our monthly newsletter will show what's new in Health and safety.

Our annual forum is a great networking opportunity and time to celebrate with our annual awards.

Accident Investigation



If one of your employees is injured in an incident reportable to the HSE under RIDDOR we will conduct an investigation, providing a thorough report that specifies causation and recommendations.

Exclusive preferential rates



As a membership service client, you will receive a 15% discount on all training booked with us, and significant reductions for other services including safety inspections and consultancy services

If you'd like to join our Membership Service or need to find out more, please [visit our website](#) or just give us a call on 023 80 894695

Work at Height Awareness



Work at Height Training



½ day

For individuals that plan, organise, or carry out work at height and therefore need a clear and practical understanding of hazards, risks and control measures involved.

The law requires those who work at height or organise such activities are competent to do so.

The primary focus will be on risk reduction techniques including the selection of appropriate access equipment, looking at up to date access solutions, identification of danger areas and rescue requirements.

Delegates will also have the opportunity to see real-life case studies of good and bad practice.

Crucially, we will investigate perception of risk as well as other aspects of human behaviour that cause us to act the way we do when we work at height.

Course Content

How and why do we fall?
Duties of employers and employees
Organising and planning
Hierarchy of risk controls
Selecting access equipment
Ladders, steps and hop-ups
Fragile surfaces, falling objects and danger areas

Assessment: Multiple choice test

NB: Additional training must be provided by employers for the use of specific equipment such as harnesses, scaffold towers and MEWPs

Scaffold Inspection



Work at Height Training



2 days

For those who need to carry out statutory inspections of scaffolding and working platforms under the Work at Height Regulations 2005. Also for anyone who manages sites and needs to know about scaffold requirements.

This engaging and interactive course uses case studies, our purpose-built training scaffold and even model-making to ensure a confident understanding of this essential subject.

Delegates will gain the technical knowledge they need to be able to inspect a basic scaffold including add-on structures such as loading bays, and produce a report with their findings.

The training will also include information on scaffolding competency, handover and inspection and safe erection techniques.

Following this training, delegates will be able to undertake a statutory scaffold inspection as required by the Work at Height Regulations 2005.

Course Content

Legal responsibilities
Scaffold handover procedures
Inspections - frequency and recording
Procurement - competency levels
TG20:21 Technical Independent Scaffolding Components
• Structure / Bracing / Scaffold Ties
• Add-on structures
Scaffold design/ compliance sheets

Assessment:

Practical inspection and theory test.

Towers for Users



1 day

The PASMA Towers for Users course is essential for those erecting lightweight aluminium towers for maintenance, cleaning or short term building work.

It will give delegates the knowledge and skills they require to safely erect a tower, whilst being aware of the capabilities and limitations of this type of access equipment.

Causes of tower accidents will be discussed along with do's and don'ts for safe working.

Course content is provided by PASMA and is subject to their strict content requirements and auditing procedures

Course Content

Employees' duties at work in relation to access equipment
Best practice for the selection and erection of scaffold towers
Checking of components
Hazards and control measures
Common failings and misconceptions
Practical tower erection sessions

We have under-cover facilities in the event of poor weather. Delegates will need safety boots, a hard hat and gloves.

Assessment:

Practical Assessment and theory test

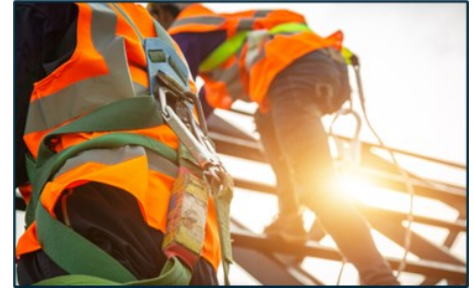
We offer 3 options for PASMA training:

- Towers for Users
- Low Level Access Platforms
- Combined Towers and Low level access course

Harness for Users



Work at Height Training



½ day

For those who use safety harnesses as part of their work, whether occasionally or every day. The Work at Height Regulations require that training is provided in the selection, use and inspection of this critical piece of equipment.

Those who manage or supervise work with harnesses need to understand how the equipment works and which harnesses are right for which jobs, as well as the requirements for anchorages and inspections.

Safety harnesses used correctly save lives, but the correct technical knowledge is essential to ensure the equipment is suitable and can be relied on when we need it most.

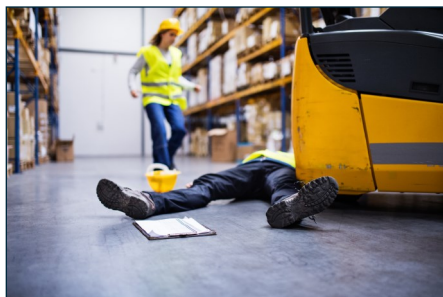
Course Content

Understand the legal responsibilities of harness users and others
Select the correct Personal Fall Protection Equipment
Confidently conduct a pre-use inspection
Understand different types of harness & intermediate equipment
Understand correct fitting and use
Understand equipment compatibility & limitations
Understand connectors
Understand anchor points and their suitability
Understand rescue methods

Assessment:

A short, written test, plus delegates will demonstrate they can successfully identify faults with harnesses and fit them correctly.

First Aid at Work



3 days

For those who wish to become a fully qualified First Aider in the workplace. This in-depth training is suitable for higher risk workplaces - such as workshops, factories or construction sites, or lower risk environments where there are a high number of people working or the public present.

When choosing candidates for this course, they must be happy to undertake the role and be a responsible, reliable person.

We will look at a wide range of emergency first aid situations, enabling the candidate to assess and deal with an emergency promptly, confidently and safely.

Course Content

Action in the event of an emergency
Primary and secondary patient surveys
The respiratory system
Resuscitation
Disorders of respiration and circulation
Wounds and bleeding
Epilepsy
Burns and scalds
Bones, joint and muscle injuries
Head and spinal injuries
Chest and abdominal injuries
Eye injuries
Poisoning / Anaphalaxis

Assessment:

Practical and written assessments to ensure retention and understanding.

Renew after 3 years

Emergency First Aid



1 day

For those who wish to become an Emergency First Aider. Suitable for lower risk environments such as offices and shops, and for areas where there is also a full First Aider present.

When choosing candidates for this course, they must be happy to undertake the role and be a responsible, reliable person.

The course covers a wide range of emergency situations and how to handle them confidently, promptly and in a safe manner.

Both 3-day and 1 day options will equip your delegates to potentially save a life in the event of an accident. These are lively, rewarding, interactive and engaging courses.

Course Content

Action in an emergency
Primary and secondary patient surveys
The respiratory system
Adult basic life support
Resuscitation
Disorders of respiration
Wounds and bleeding
Disorders of the circulation
Minor burns and scalds
Epilepsy

Assessment:

Practical and written assessments to ensure retention and understanding.

Renew after 3 years

Fire Warden



Training for Emergencies



½ day

Essential training for:

- Individuals who are required to act as Fire Wardens/Fire Marshalls in the workplace.
- Those who may need to take charge in case of fire and help to clear a building.
- Those who have responsibilities for fire prevention in the workplace.

This course gives delegates an insight into the causes of fires and how they can be prevented, whilst looking at the legal requirements for fire management and procedures for evacuating a building.

Delegates will understand how fires start, how they spread, how people tend to behave, and how to deal with the situation safely.

Course Content

Overview of legal responsibilities
Common causes of fire and the Fire Triangle
Fire prevention duties
Evacuation of a building
Human behaviour in the event of a fire
Role of the fire warden
Understanding how extinguishers work
Practical use of fire extinguishers

Assessment:

A short written test is combined with an external demonstration of successful use of fire extinguishers.

The practical session is outside so please wear suitable clothing and footwear.



Any kind of emergency situation is difficult.

We need to be prepared.

By their nature, emergencies come out of the blue but they don't need to be chaotic.

With good planning and the right people, injury and damage can be controlled.

In the event of an accident, our first aid training will provide your workplace with people who can deal calmly with an injury, keep the situation under control and may just save a life.

First Aid training is a legal requirement for workplaces but it is also an essential life skill that can be used anywhere the need may arise, whether at work or at home.



Fires can be devastating and dangerous, but good fire wardens will reduce the risk of fire as well as being able to minimize the consequences

and take control should one occur. As with First Aid training, Fire Warden training is a legal requirement but the knowledge gained can be used in any fire situation.



Nobody ever plans to have an accident or a fire in their workplace, but with the right training in place, we can be prepared to deal with the unexpected and keep our people safe.

Both First Aid and Fire training courses are available as an in-house course, so we can come to you at a date and location to suit.

We offer both Paediatric First Aid and the RLSS First Aid course for Lifeguards as well.

Managing Stress at Work



1 day

This course is accredited by NEBOSH and developed in partnership with the HSE.

The qualification is suitable for anyone responsible for how other people work, and those who need to understand what is required to prevent and manage workplace stress.

There will be essential learning for line managers and supervisors, Health and Safety professionals, Human Resource professionals and Occupational Health professionals

Mental ill health is the biggest cause of time off work in the UK – getting this right is a key goal in business success.

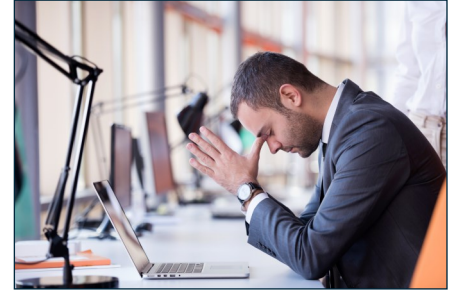
Course Content

The key principles of work-related stress and its relationship to mental ill health issues
How to recognise causes and effects of workplace stress
The responsibilities of employers and individual roles in managing workplace stress
The 6 key areas of work design which can cause stress
How to apply the HSE's Management Standards approach to assess stress risks in the workplace
How to develop suitable interventions to address stressors, reduce negative impacts, and manage the effects of stress in the workplace
Ways to continually improve your organisation and create a great place to work

Assessment:

Delegates will be given a realistic workplace scenario and answer multiple-choice questions

First Aid for Mental Health



1 day

NUCO First Aid for Mental Health is an internationally recognised training course, designed to teach people how to spot the signs and symptoms of mental ill health and provide help on a first aid basis.

First aiders for mental health have...

- An in depth understanding of mental health and the factors that can affect wellbeing
- Practical skills to spot the triggers and signs of mental health issues
- Confidence to step in, reassure and support a person in distress
- Enhanced interpersonal skills such as non-judgmental listening
- Knowledge to help someone recover their health by guiding them to further support

Course Content

What is first aid for mental health?
Identifying mental health conditions
Providing advice, starting a conversation
Stress
Drugs and Alcohol
First aid action plan for mental health
Mental health in the workplace
Depression
Anxiety

Assessment:

The course concludes with a written assessment paper.

Renew after 3 years

Supervising FAMH



2 days

The 2 day Supervising First Aid for Mental Health course expands on the content in the one-day program to the left, and is aimed at supervisors and managers who require more in-depth knowledge and understanding.

Business benefits of mental health first aid training include:

- Raises awareness and mental health literacy
- Reduces stigma around mental ill health
- Helps to guide people towards appropriate support
- Boosts knowledge and confidence in dealing with mental health issues
- Promotes early intervention which enables recovery
- Promotes wellbeing within your workforce and improves company culture

Course Content

Content on the 1 day course plus...

Post-traumatic stress disorder

Self-harm / Suicide

Eating disorders

Personality Disorders

Bipolar Disorder

Psychosis

Schizophrenia

Assessment:

The course concludes each day with a written assessment paper

Stress, Wellbeing and Mental Health



Pressures and challenges are a normal part of our working lives. In the right quantities they can be what makes our jobs interesting and rewarding.

Stress is the adverse reaction to **too much** of this type of pressure. It affects different people in different ways, but as employers, we have a duty to prevent and manage it when it arises from the way we manage our workplace.



The effects of stress on individuals include increased risk of mental health disorders such as depression and anxiety, high blood pressure, ulcers, lifestyle issues such as obesity and drink/drug problems to name but a few.

Training managers and staff in preventing and managing workplace stress, and in Mental Health First Aid is a positive investment in the future of your business.



11 million working days are lost each year in the UK to workplace stress. This can have a serious effect on the bottom line of any business in terms of productivity, staff retention and culture, and is a high cost for the UK economy as a whole.

Courses at HCS Safety:

- **NEBOSH/HSE Certificate in Managing Workplace Stress**
One day accredited training
- **First Aid for Mental Health**
One day accredited training
- **Supervising First Aid for Mental Health**
2 day accredited training

National Pool Supervisor Qualification



2 days

The National Pool Supervisor Qualification (NPSQ) is a fully accredited two-day course aimed at staff responsible for supervising lifeguards and managing essential health and safety within a leisure centre or swimming pool environment.

The NPSQ course is suitable for lifeguards wishing to progress in their career or for employers wanting to upskill their employees to manage lifeguards, team members and essential health and safety. It is ideal for newly appointed Leisure Supervisors or Duty Managers.

NPSQ is delivered using workshops, hazard perception videos, scenario-based discussions and case studies. Candidates use workbooks, containing key syllabus information, to complete tasks, activities and make notes/actions to help once they return to the workplace.

Course Content

Knowledge of why Risk Assessments and Safe Systems of Work are in place to ensure a safe work environment for both staff and customers.

A basic understanding of the laws and industry guidelines that you and your team need to comply with.

Pool Safety Operating Procedures

Awareness of the roles and responsibilities in emergency situations within a pool environment.

An understanding of how to manage your team and provide feedback.

Assessment:

To qualify, candidates must pass a multiple choice paper at the end of the course.

Manual Handling



Specific Workplace Training



½ day

Essential training for:

All employers whose workers need to move and handle loads.

All persons who undertake manual handling, including lifting and carrying as a part of their job.

Anyone who manages or supervises those at risk from musculoskeletal disorders.

Anyone who may need to carry out a manual handling risk assessment.

Delegates will leave confident in their understanding and fully aware of the TILE (Task, Individual, Load, Environment) assessment principles as outlined in the Manual Handling Operations Regulations

Course Content

The size of the problem in the UK

Anatomy of the spine

How back injuries occur

Disorders caused by lifting and carrying

Legal requirements for manual handling risk assessment

How to do a manual handling assessment using TILE principles

Hierarchy of controls for moving loads

How to lift safely

Use and selection of manual handling aids

How to maintain back health

Assessment:

Multiple choice test
Renew after 3 years

Asbestos Awareness

UKATA



APPROVED TRAINING PROVIDER

✓ ASBESTOS AWARENESS



½ day + Refresher required after 1 year

Training for those who work in or have responsibility for those that work in buildings that may contain asbestos is a legal requirement.

Building maintenance personnel who could come into contact with ACMs (Asbestos Containing Materials) as part of their work must attend.

Subject matter required by Regulation 10 of the Control of Asbestos Regulations 2012

NB: This course is for awareness – if you are undertaking work with asbestos you will require further training.

Course Content

Properties and types of asbestos

Common asbestos uses and products

Likely places for asbestos to occur

Risk of fibre release from different products

Requirements for surveys and registers

Effects on health including increased risks to smokers

What to do if the presence of asbestos is suspected

During the course, delegates will have the opportunity to see a variety of asbestos samples, taken from surveys carried out by HCS Safety and our partners.

Assessment:

Delegates will undertake a number of activities during the course and a multiple-choice test at the end.

HCS Safety offer Asbestos Awareness Refresher Training - required after 1 year.

Abrasive Wheels Safety



**Specific
Workplace
Training**



½ day

It is a legal requirement that those who use abrasive wheels for work receive training in the hazards, risks and control measures of this high-risk equipment. Essential for:

- Anyone who may use a disc cutter (cut-off saw) or angle grinder as a part of their job
- Anyone who manages or supervises those that do
- Anyone who may need to carry out a risk assessment of this activity

NB: this course covers the health and safety aspects of using these tools. Additional on the job training must be provided by employers in the day-to-day use of this equipment

Course Content

The hazards and risks of abrasive wheels

The legal obligations around abrasive wheels

Safe and unsafe methods of work

The consequences of abrasive wheels accidents

The importance of setting up machines correctly

Best practice for selection, storage and marking of discs

The long-term health effects of noise, vibration and dust inhalation

The protective equipment required when using abrasive wheels

How to use dust suppression equipment

Assessment:

Our course ends with a theory test and a practical assessment of each delegate selecting and changing discs.

Confined Space Awareness



**Specific
Workplace
Training**



½ day

Essential training for:

Managers and Supervisors who are overseeing Confined Space work on their sites.

Those who may be selecting competent contractors for this work need to understand the challenges so they can ask the right questions and understand the responses.

Employers whose workforce are undertaking Confined Space work require a solid understanding of the risks their people face when planning and undertaking this work.

The training session will give a solid overview of what needs to be understood about this potentially very high risk work. A packed half-day!

Additional training will be required for those entering confined spaces.

Course Content

Legal duties for Confined Space work
How dangerous is this work?
What is a Confined Space?
Confined Space work equipment
Common Confined Space hazards
Confined Space risk assessment
Safe systems of work/ Permits to work
Hazardous atmospheres & gas monitoring
Using Escape Breathing Apparatus

Assessment:

Ongoing tutor assessment plus a multiple-choice test at the end of the course

Temporary Works



**Specific
Workplace
Training**



½ day

Essential training for:

Anyone involved in the construction process including clients, designers and contractors.

Essential knowledge for those planning, managing or monitoring a project including Principal Designers and Principal Contractors.

Temporary works include scaffolding, shoring, fencing and electrics and are present on almost all sites.

The HSE expects this potentially high-risk area to be well managed. Enforcement of Temporary Works is high on the target list for the regulator so a good understanding is essential.

Course Content

What are Temporary Works? Understanding the scope and meaning of TW
History: Tragedy, Bragg and the HSE
Legislation and the Standard BS5975
Temporary Works Procedure
Understanding the roles including <ul style="list-style-type: none">• TW Coordinator• TW Supervisor
Risk Levels and the Register
HSE Enforcement Expectations

Assessment:

There will be a number of interactive group exercises to allow delegates to gain a memorable understanding as well as expert presentation from our friendly, knowledgeable tutors.

Face Fit - Train the Tester



**Specific
Workplace
Training**



3 hours approx

It is a legal requirement that close fitting RPE (Respiratory Protective Equipment) is tested to ensure it adequately fits a workers face and provides suitable protection to your workers.

Our Train the Tester course uses Qualitative Testing methods. It is designed for companies who have several workers who require face-fit testing and would like to be able to conduct the face-fit tests themselves.

Undertaking training to face-fit test your own staff is a very cost-effective way to achieve the testing you need at a time and place that suits you.

Course Content

Common respiratory hazards and their effect on the body
Legislation and guidance on face-fit testing requirements
How to set up Qualitative Test equipment and how to look after it
Selection and fitting of masks
The sensitivity test
Practical Qualitative face-fit testing

We will use a 3M FT30 face- fit testing kit and demonstrate several respiratory protection options to show the pros and cons of each mask.

Assessment:

Delegates must pass a practical assessment on their ability to conduct an effective test.

If you'd like us to do your face-fit tests for you, read on...



Face Fit Testing



Why face-fit test?

Up to 50% of all Respiratory Protective Equipment (RPE) does not give proper protection because it simply does not fit!

This can expose your employees to serious risks to their health.

Face Fit testing ensures that an adequate protective seal can be formed when wearing RPE. The test will provide reassurance to your employees and help your company to comply with the law.



We use the 3M Qualitative Face Fit Test Kit.

You can send your people to us or we can come to your workplace (including construction sites) to undertake the testing for you.

Please call us to arrange on 023 80 894695



For dates, prices and booking please visit www.hcssafety.co.uk or call 023 80 894695

Consultancy Services

Safety Inspections

We may have an idea of how safe our workplaces are, but as an employer, it is our duty to know for sure. A dangerous working environment is not only a safety and health risk to the people who work there, but a legal and financial risk to your business as well.

With independent, expert input, you will know exactly to what extent your workplace complies with the law and what you need to do to improve it and maintain your standards.

Safer workplaces mean fewer accidents and less ill health, and they also improve productivity and morale, not to mention provide peace of mind for those responsible.

We can visit a wide variety of workplaces, including...



- Construction Sites
- Factories
- Warehouses
- Boatyards
- Leisure facilities
- Retail

As soon as your report is completed, it will appear on **SafetyNet**, HCS Safety's unique web-based safety portal. Simply log in to your secure area and see your reports at any time and from anywhere you like. No waiting for emails or creating extra documents to store.

Closing Out Actions - seeing what has been advised is only one part of the story; you need to know that your managers have taken appropriate action to control the risks. The report will be in an interactive format to allow your managers to add their comments so you can see that items have been actioned, giving you a clear picture with added peace of mind.

from HCS Safety

What else do we do?

We like variety here at HCS Safety. Doing varied work keeps us fresh and allows us to attract the best talent in the business. So you know about our training, our membership service and our safety inspections, here's a quick run-down of some of the other safety services we can provide for you...

- Risk Assessments
- COSHH Assessments
- Display Screen Equipment (DSE) Assessments
- Full Company Health and Safety Audits
- HSE Enforcement Action Plans
- Accident and Incident Investigations
- Workplace Stress Assessments
- Assistance with accreditations
- Toolbox Talks
- Safety Inductions
- Culture Change Interventions
- Construction Phase Plans and other CDM Documents
- Assistance in preparing Tenders
- Fire Risk Assessments

We also work with some excellent partners to assist in

- Employment Law
- Human Resources (HR)
- Occupational Health

We are Professional, Friendly and Practical
and we'd love to help your business,
so give us a call today
and see what we can do for you!



HCS SAFETY

| Training
| Membership
| Consultancy

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