

<b>Training Document: Health &amp; Safety at Work</b>			
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## Overview

### Course duration: 1 day.

A one day course providing you with an essential overview of health & safety issues and current legislation.

This intensive and informative course provides delegates with an understanding of current health and safety legislation and provides practical options on how best to manage health and safety effectively in the workplace.

### Is it right for me?

Suitable for all staff responsible for or needing to increase their awareness of, health and safety at work.

### What will I learn?

#### By the end of this course you will be able to:

- Understand the health and safety requirements in the workplace for your organisation.
- Review health and safety policies in your organisation.
- Set up a structure for a safety management system.
- Put in place safety monitoring techniques.
- Put in place accident prevention techniques.
- Understand the detail of RIDDOR.
- Demonstrate an up-to-date understanding of health and safety legislation.

### What will it cover?

#### Health and Safety Law

- UK legislation - Health and Safety at Work Act 1974 and Regulations
- European Directives 1992 - including Introduction to Manual Handling Regulations 1992, Display Screen Equipment Regulations 1992, Personal Protective Equipment,

#### Workplace Regulations

- Management of Health and Safety at Work Regulations 1999
- Burden of proof and compliance

#### Employers and Employees' Legal Responsibilities

- The employer's duty of care
- Employers' responsibility for permanent and temporary staff, visitors, contractors, people with disabilities, pregnant staff and customers
- Creating a safety conscious environment
- Employee responsibilities - health and safety committees and representatives

#### Managing and Monitoring Health and Safety at Work

- Safety systems and safety monitoring at work
- Principles of accident prevention
- Accident reporting and investigation
- The management of health and safety at work

#### Risk Assessment

- The principles of assessing and managing risk
- Carry out risk assessment and auditing health and safety in the workplace
- RIDDOR
- The 5 step approach to risk assessment