

# **COURSE OUTLINE**

COURSE TITLE: Health and safety

COURSE LEVEL: 3

DURATION: Half day

### Introduction

This course is designed to impart a basic introduction to Health & Safety at Work through the use of a series of theoretical workshops interspersed with group exercises. The course introduces learners to the regulation, legislation and expectations placed on all staff under the umbrella of Health & Safety.

#### **Benefits of Attending**

It is our belief that safety is of paramount importance in all aspects of our work and this course will concentrate on a range of specific issues pertaining to residential social care.

#### **Programme Highlights**

- The law. Health and Safety at Work Act 1974 (Employers duties, Employee duties, Regulations, Code of Practice, Inspection, Regulation. Management of Health and Safety at Work Regulations 1999
- Health and Safety Executive. (HSE) Reporting of Injuries Diseases and dangerous Occurrences Regulations RIDDOR
- Control of Substances Hazardous to Health. (COSHH)
- Health and Safety Policy at your workplace. How to work safely guidelines including lone working
- Risk Assessments (Individuals, Activities, Environments)
- Fire Precautions. General and specific
- Accidents Reporting. First Aid. Communication issues
- General hygiene. Manual Handling

#### Who Should Attend

New members of staff

#### **Special Notes**

## Health and Safety (Half day)

Learning outcomes

- To ensure that all learners understand the legal requirements of current Health and safety legislation and guidance both in the home and outside
- To ensure that all learners understand how to conduct a standard risk assessment and are able to act to minimise and reduce risks

Introductions. (15 mins)

Session 1. (1 hour) Health and Safety in the home

- Legal and statutory requirements
- Understanding the risks
- Risk assessments
- Accident prevention

Coffee. (Half hour)

Session 2. (1 hour) Health and Safety outside the home

- Health and safety on roads and when travelling
- Health and safety in leisure activities
- Health and safety in work activities
- Health and safety on trips and visits

Any Questions and feedback (15 mins)

Close