



VitalSkillsTM
by **HSQE**_{.co.uk}

Online Course Catalogue

August 2023



21
Years

Inspiring positive change
2002 - 2023

VitalSkills.co.uk is an online
training platform from
HSQE Ltd.

T: 0333 733 1111
E: support@hsqe.co.uk
W: [hsqe.co.uk](https://www.hsqe.co.uk)

Contents

Who we are	2
Mix and Match 5	3
Other bundle deals	3
Why choose us?	4
Course listings	5
Course summaries	9

21
Years

Inspiring positive change
2002 - 2023

Who we are

HSQE Ltd was founded in 2002.

Our first major contract was to provide Health, Safety, Quality and Environmental (HSQE) consultancy and training support for Network Rail (High Speed 1), as they took over the operation and maintenance of the UKs first international high-speed railway.

From there we went on to provide HSQE consultancy and training services across a wide range of sectors for some of the most respected organisations in the UK and abroad.

In 2004 we became an approved IOSH training provider, having developed versions of Managing Safely® specifically for the construction and rail industries.

In 2016 we continued our growth by developing our online training capability under the VitalSkills.co.uk brand. Our aim was, and still is, to ‘provide assured training in vital skills at an affordable price’.

We saw through our consultancy work that many organisations valued training, but often struggled to release people and pay the associated costs (travel accommodation, etc.). Taking our training online enabled us to deliver the same quality training, but in a more convenient way and at lower cost.



Why choose us?

Our courses are assured by respected organisations



We get great reviews

We use an independent review service (reviews.co.uk) to collect and administer customer reviews. This is your assurance that these are genuine, independently verified, reviews from real customers.



"Really enjoyed the online approach, once I started I couldn't stop, it was engaging and informative."



"I found the course, clear, easy to navigate and very thorough."



"Excellent value for money, brilliant service."



"I enjoyed the course and found it very informative. It suited me being able to take the course at my own pace and not having to attend a classroom."



"Very straightforward and easy to follow online course. Highly recommended."



"Informative and easy to put directly into practice."

We're ideal for organisations

- You can reduce the cost of training (there is no need to pay out for a classroom, or for your learners' travel and accommodation)
- You can save even more with multi course discounts and bundles
- Your training coordinator gets a tool that lets them enrol learners, produce reports and download RoSPA, CPD and IoH certificates
- Your learners can access their courses 24/7

We're ideal for training coordinators

- You receive a training coordinators' dashboard at no extra cost
- The dashboard enables you to quickly enrol learners onto courses, monitor course expiry dates, download digital copies of RoSPA, IoH and CPD certificates, and produce reports
- You have access to our in-house support team 7 days a week, 0900 -2100hrs by email and Monday to Friday, 0900-1700hrs by phone

We're ideal for learners

- Your course is designed to help you learn more easily
- Your course can be started immediately
- Your course and the final assessment are 100% online
- Your course will work on a PC, tablet or smartphone (internet access is required) and can be completed 24/7
- You have access to our in-house support team, if you need them

Mix and match 5 bundle



£40 +VAT per learner

Our Mix and match 5 bundle lets you self-select 5 of our online training courses, from a collection of over 50 IoH, RoSPA and/or CPD courses.

These are full versions of our courses, not trimmed-down versions.

You receive a certificate for each course that you complete.

Look for the 'Mix and match 5 bundle' tab on the course listing pages.



Other bundle deals



IOSH Managing safely®

We are currently including a Mix and match 5 bundle with every new purchase of IOSH Managing safely.

So, you will receive IOSH Managing safely®, plus 5 additional courses, for no extra cost.

£125 +VAT per learner



Value bundle

Our Value bundle brings together 5 of our most popular courses into one, money saving bundle. The bundle includes:

£30 +VAT
per learner

- Asbestos awareness
- COSHH awareness
- Fire warden / Fire marshal
- Manual handling awareness
- Working at height awareness

View all our current bundle deals on our website: hsqe.co.uk/

Course listings

	Page	Food Safety & Hygiene	Health, Safety & Wellbeing	IOSH	Sustainability	IEMA	Safeguarding	Leadership & Management	In the Mix & Match 5 Bundle
Abrasive wheels awareness	9								
Anti-bribery awareness	10								
Anti-money laundering awareness	11								
Asbestos awareness (category A)	12								
Asbestos awareness for architects and designers	13								
Autism awareness	14								
Child mental health awareness	15								
Child online safety awareness	16								
Child sexual exploitation awareness	17								
Confined space awareness	18								
COSHH awareness	19								
Cyber security awareness	20								
Data protection and GDPR awareness	21								
Designated safeguarding lead (children)	22								
Designated safeguarding lead (adults)	23								
Display screen equipment (DSE) assessor awareness	24								
Display screen equipment (DSE) awareness	25								
Electrical safety awareness	26								
Environmental awareness - Giving up plastic	27								
Environmental awareness at home	28								
Environmental awareness at home and work	29								
Environmental awareness at work	30								
Environmental awareness for construction workers	31								

Course listings

	Page	Food Safety & Hygiene	Health, Safety & Wellbeing	IOSH	Sustainability	IEMA	Safeguarding	Leadership & Management	In the Mix & Match 5 Bundle
Equality, diversity and inclusion	32								
Extremism and radicalisation awareness	33								
Fire extinguisher awareness	34								
Fire safety awareness	35								
Fire warden / Fire marshal	36								
Food allergen awareness	37								
Food safety and hygiene Level 1	38								
Food safety and hygiene (Catering) Level 2	39								
Food safety and hygiene (Manufacturing) Level 2	40								
Food safety and hygiene (Retail) Level 2	41								
HACCP for Catering Level 2	42								
HACCP for Manufacturing Level 2	43								
HACCP for Retail Level 2	44								
Health, safety and wellbeing for workers	45								
IEMA Environmental sustainability skills for managers	46								
IEMA Environmental sustainability skills for the workforce	48								
IEMA Pathways to Net Zero	49								
Infection prevention and control awareness	51								
IOSH Environment for business	52								
IOSH Managing occupational health and wellbeing	53								
IOSH Managing safely	55								
IOSH Managing sustainably	57								
IOSH Safety for executives and directors	58								

Course listings

	Page	Food Safety & Hygiene	Health, Safety & Wellbeing	IOSH	Sustainability	IEMA	Safeguarding	Leadership & Management	In the Mix & Match 5 Bundle
IOSH Safety health and environment for construction site managers	59								
IOSH Safety health and environment for construction site workers	61								
IOSH Working safely	62								
Ladder safety awareness	63								
Legionella awareness	64								
Lone worker awareness	65								
Manual handling awareness	66								
Mental health awareness	67								
Mental health awareness for managers	68								
Method statement awareness	69								
Modern slavery awareness	70								
Moving and handling people awareness	71								
Noise awareness	72								
Risk assessment awareness	73								
Safeguarding adults level 1	74								
Safeguarding adults (advanced) level 2	75								
Safeguarding children level 1	76								
Safeguarding children (advanced) level 2	77								
Safer recruitment awareness	78								
Sharps safety awareness	79								
Silica dust awareness	80								
Slips and trips awareness	81								
Slips trips and falls awareness	82								

Course listings

	In the Mix & Match 5 Bundle	
	Leadership & Management	
	Safeguarding	
	IEMA	
	Sustainability	
	IOSH	
	Health, Safety & Wellbeing	
	Food Safety & Hygiene	
	Page	
Stress awareness	83	
Stress awareness for managers	84	
Vibration awareness	85	
Work equipment awareness	86	
Working at height awareness	87	



Abrasive wheels awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with abrasive wheels and the practical steps that can be taken to manage the risk, so that you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about abrasive wheels
- What abrasive wheels are
- Key legislation and guidance
- Common hazards associated with abrasive wheels
- The importance of selecting, handling and mounting abrasive wheels correctly
- The safe use of abrasive wheels

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about abrasive wheels
- Aims and learning outcomes

Module 2 – Introduction

- What abrasive wheels are
- Key legislation

Module 3 – Common hazards

- Mechanical hazards
- Non-mechanical hazards

Module 4 - Selecting and handling abrasive wheels

- Selecting a wheel
- Mounting a wheel
- Handling and storage

Module 5 – Safe use of abrasive wheels

- Safe use of cut-off saws
- Safe use of angle grinders
- Controlling dust
- Personal Protective Equipment



Anti-bribery awareness



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise your awareness of bribery and the key measures that can be taken to reduce the chances of it occurring, so that you can understand more about your responsibilities.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about anti-bribery
- What bribery is
- The key legislation that applies to anti-bribery
- Employer responsibilities
- Employee responsibilities
- Identifying bribery
- Preventing Bribery

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about anti-bribery
- Aims and learning outcomes

Module 2 – Introduction

- What bribery is
- The Bribery Act 2010
- Employer responsibilities
- Employee responsibilities

Module 3 – Identifying bribery

- Bribery offences
- Facilitation payments
- Identifying bribery

Module 4 - Preventing bribery

- Proportionality
- Top-level commitment
- Risk assessment
- Due diligence
- Communication
- Monitor and review
- Policies
- Reporting bribery



Anti-money laundering awareness



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise your awareness of money laundering so that you can understand more about your responsibilities and how to comply with relevant legislation.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about anti-money laundering
- What money laundering is
- The key legislation that applies to anti-money laundering
- Employer responsibilities
- Employee responsibilities
- The money laundering regulations
- Client identification

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about anti-money laundering
- Aims and learning outcomes

Module 2 – Introduction

- What money laundering is
- Key legislation
- Key terms
- Employer responsibilities
- Employee responsibilities

Module 3 - Key requirements from the money laundering regulations

- Who it applies to
- Risk assessment
- Policies, controls and procedures
- Audits
- The MLCP and the MLRO
- Employee screening
- Record keeping

Module 4 - Client identification

- Individual identification
- Simplified due diligence
- Identification of address
- Company identification
- Registered charities, clubs and societies
- Electronic identification
- Enhanced due diligence
- Politically Exposed Persons (PEPs)



Asbestos awareness (category A)



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2023/25
ROSPA
Qualifications



180 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to give you information so that you can avoid disturbing asbestos when carrying out your work.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about asbestos
- Types of asbestos, its properties and history
- Ill health effects associated with asbestos
- Likely occurrence of asbestos and asbestos containing materials
- Key legislation that relates to asbestos
- Key responsibilities of employers and employees
- Asbestos surveys and asbestos registers
- Emergencies involving asbestos
- How to avoid the risks of asbestos

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about asbestos
- Aims and learning outcomes

Module 2 – Properties of asbestos and its history

- What asbestos is
- Common types of asbestos
- History of asbestos

Module 3 – The health effects of asbestos

- Why asbestos is dangerous
- Who is at risk
- Diseases linked to asbestos

Module 4 – Likely occurrence of asbestos and asbestos containing materials

- Where asbestos can be found
- Friability

Module 5 – Statutory provisions that relate to asbestos

- General legislation
- Asbestos legislation
- Key responsibilities of employers
- Key responsibilities of employees
- Asbestos surveys
- Asbestos registers

Module 6 – Emergency procedures

- Individual emergency procedures
- Employer emergency procedures

Module 7 – How to avoid the risks of asbestos

- Avoiding the risk of asbestos



Asbestos awareness for architects and designers



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2023/25
ROSPA
Qualifications



180 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to give you information so that you can avoid disturbing asbestos when carrying out your work.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about asbestos
- Types of asbestos, its properties and history
- Ill health effects associated with asbestos
- Likely occurrence of asbestos and asbestos containing materials
- Key legislation that relates to asbestos
- Key responsibilities of employers and employees
- Asbestos surveys and asbestos registers
- Emergencies involving asbestos
- How to avoid the risks of asbestos
- CDM 2015 as it relates to asbestos
- Categories of work with asbestos
- Specific considerations for Architects and Designers

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about asbestos
- Aims and learning outcomes

Module 2 – Properties of asbestos and its history

- What asbestos is and the common types of asbestos
- History of asbestos

Module 3 – The health effects of asbestos

- Why asbestos is dangerous
- Who is at risk
- Diseases linked to asbestos

Module 4 – Likely occurrence of asbestos and ACMs

- Where asbestos can be found
- Friability

Module 5 – Statutory provisions that relate to asbestos

- General legislation
- Asbestos legislation
- Key responsibilities of employers
- Key responsibilities of employees
- Asbestos surveys and asbestos registers

Module 6 – Emergency procedures

- Individual emergency procedures
- Employer emergency procedures

Module 7 – How to avoid the risks of asbestos

- Avoiding the risk of asbestos

Module 8 – The duty to manage asbestos

- The duty to manage asbestos

Module 9 – CDM 2015

- Introduction to CDM 2015
- The client
- Designers and principal designers
- The principal contractor
- Contractors and workers

Module 10 – Categories of work with asbestos

Work with asbestos categories

Module 11 – Architects and Designers

- Architect and designer considerations
- Controlling the personal risk
- Controlling the risk to others



Autism awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide you with an awareness of autism so you can understand more about your legal responsibilities and how you can assist those on the autistic spectrum.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about autism
- What autism is, including key terms used in relation to autism
- Key legislation for autism
- Different behaviours an autistic person may display
- How to help an individual with autism

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about autism
- Aims and learning outcomes

Module 2 – Introduction

- What autism is
- Key terms
- Causes of autism
- Key legislation

Module 3 – Behaviours associated with autism

- The triad of impairments
- Social communication
- Social interaction
- Social imagination
- Particular interests
- Routines
- Repetitive behaviour
- Sensory sensitivity
- Meltdowns
- Related conditions

Module 4 – Helping an individual with autism

- Managing behaviour
- Reducing anxiety
- Preparing for change
- Managing repetitive behaviour
- Helping sensory issues
- Managing meltdowns



Child mental health awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of mental health in children and its importance, so you can understand more about your legal responsibilities and how to support them.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about mental health in children
- What mental health is
- Key legislation for child mental health
- Risk factors and protective factors for mental health
- Common types of mental health problems in children
- Supporting a child that may be suffering from poor mental health
- Developing a positive environment for a child's mental wellbeing

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about mental health in children
- The course aims and learning outcomes

Module 2 – Introduction

- What mental health is
- Key legislation

Module 3 – Risk factors and protective factors

- Risk factors
- Children and the internet
- Protective factors

Module 4 – Common types of mental health problems in children

- Common signs and symptoms
- Conduct disorder
- Anxiety
- Post Traumatic Stress Disorder (PTSD)
- Depression
- Attention Deficit Hyperactivity Disorder (ADHD)
- Eating disorders
- Bipolar disorders
- Psychosis
- Schizophrenia
- Self-harm
- Suicidal thoughts

Module 5 – Supporting a child that is suffering from poor mental health

- Talking about a child's mental health
- A mental health crisis
- Talking to parents
- Support available to children

Module 6 – Developing a positive environment for a child's mental wellbeing

- Improving a child's mental wellbeing
- Creating a culture to support mental health
- Policies and procedures
- Peer support
- Mental health education
- Your contact with children
- Engaging with parents



Child online safety awareness



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide awareness of the risk and issues associated with children going online so you can better understand how to protect them.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about online safety for children
- How and why children go online
- The key issues children face online
- How they can support parents and carers
- How they can support children
- Specific measures that can be used to reduce the risks associated with children and the internet

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about online safety for children
- The course aims and learning outcomes

Module 2 – Introduction

- How children access the internet
- What children do online

Module 3 – Issues Online

- Issues online
- Cyberbullying
- Inappropriate content
- Online grooming
- Online pornography
- Online reputation
- Sexting
- Self-harm
- Radicalisation and extremism
- Privacy and identity theft

Module 4 – Supporting parents and carers

- Why do parents and carers need support?
- How can you support parents and carers?
- Communicating
- Developing an understanding
- Agreeing on boundaries
- Using technical tools
- Engaging parents

Module 5 – Supporting children within your organisation

- Risk assessment, policies and procedures
- Infrastructure and technology, education and training

Module 6 – Specific control measures

- Cyberbullying
- Inappropriate content
- Online grooming
- Online pornography
- Online reputation
- Sexting
- Self-harm
- Radicalisation and extremism
- Privacy and identity theft



Child sexual exploitation awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of child sexual exploitation so you can better understand the risks presented to children and how you can protect.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about child sexual exploitation
- What Child Sexual Exploitation is
- Key legislation
- How child sexual exploitation occurs
- The risk factors associated with child sexual exploitation
- The effects of child sexual exploitation and what to look out for
- How to respond to child sexual exploitation concerns
- How to help prevent child sexual exploitation occurring

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about child sexual exploitation
- Course aims and learning outcomes

Module 2 – Introduction

- What child sexual exploitation is
- Vulnerability factors
- Key legislation

Module 3 – How children are sexually exploited

- Types of child sexual exploitation
- Perpetrators of child sexual exploitation
- Where does child sexual exploitation occur?

Module 4 – The effects of child sexual exploitation

- Warning signs
- The effects of child sexual exploitation

Module 5 – Responding to child sexual exploitation concerns

- Disclosures from children
- Reporting your concerns
- What needs to be reported
- Recording your concerns
- Support available to victims and their families

Module 6 – Helping to prevent Child Sexual Exploitation

- Raising awareness of child sexual exploitation
- Promoting healthy relationships
- Online safety
- Working with other agencies
- Involving parents



Confined space awareness



Scan for info
or [click here](#)



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide awareness of confined spaces so you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about confined spaces
- What a confined space is
- Their main responsibilities under UK legislation relating to confined spaces
- The key dangers associated with confined spaces and the importance of applying appropriate control measures and emergency arrangements

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about confined spaces
- Aims and learning outcomes

Module 2 – Introduction

- What a confined space is
- Key legislation
- Other applicable legislation
- Key responsibilities of employers
- Key responsibilities of employees

Module 3 – Key hazards

- Oxygen deficiency
- Flammable substances/ oxygen enrichment
- Toxic gas fume or vapour
- Liquids
- Solids that can flow
- Excessive heat
- Other hazards

Module 4 – Assessing the risk

- What risk assessment is
- The stages of risk assessment

Module 5 – Safe systems of work

- Preparing a safe system of work
- The key precautions to include in a safe system of work

Module 6 – Permit to work procedures

- What a permit to work is
- When a permit to work is used

Module 7 – Emergency arrangements

- The need for emergency arrangements
- Key emergency arrangements

Module 8 – Plant and equipment

- Respiratory Protective Equipment
- Other equipment
- Inspection and testing of equipment
- Thorough Examinations



Control of Substances Hazardous to Health (COSHH) awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with hazardous substances and the practical steps that can be taken to manage the risk, so that you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about COSHH
- How hazardous substances can cause harm
- Key legislation
- Identifying hazardous substances
- COSHH assessments

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about COSHH
- Aims and learning outcomes

Module 2 – Introduction

- Routes of entry
- The effects of hazardous substances
- Key legislation
- The Control of Substances Hazardous to Health Regulations

Module 3 – Identifying hazardous substances

- Hazard labels
- Chemical safety data sheets

Module 4 – COSHH assessment

- What a COSHH assessment is
- The stages in a COSHH assessment



Cyber security awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise your awareness of cyber security so that you can understand more about your responsibilities and how to keep data safe.

Learning outcomes

By the end of this course, learners will be aware of:

- Why you need to know about cyber security
- What cyber security is
- The Data Protection Act 2018
- Employer responsibilities
- Employee responsibilities
- Types of cyber attack
- Improving cyber security

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about cyber security
- Aims and learning outcomes

Module 2 – Introduction

- What data cyber security is
- Key terms
- The Data Protection Act 2018
- Employer responsibilities
- Employee responsibilities

Module 3 – Types of cyber attacks

- Attacker identity
- Phishing
- Spear phishing
- Malware
- Identity theft

Module 4 – Improving cyber security

- Attacker identity
- Phishing
- Spear phishing
- Malware
- Identity theft



Data protection and GDPR awareness



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise your awareness of data protection and GDPR so that you can understand more about your responsibilities, how to keep data safe and you should process it in accordance with data protection and GDPR requirements.

Learning outcomes

By the end of this course, learners will be aware of:

- Why you need to know about data protection and GDPR
- What data protection and GDPR is
- The Data Protection Act 2018
- Employer responsibilities
- Employee responsibilities
- The principles of data protection
- Legal grounds for data processing and obtaining consent
- Data subject rights
- Data protection responsibilities

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about data protection and GDPR
- Aims and learning outcomes

Module 2 – Introduction

- What data protection and GDPR is
- Key terms
- The Data Protection Act 2018
- Employer and Employee responsibilities

Module 3 – The principles of data protection

- Fair, lawful and transparent processing
- Purpose limitations
- Data minimisation
- Accuracy
- Data retention and storage
- Data security
- Accountability

Module 4 – Legal grounds for data processing and obtaining consent

- Legally collecting data
- Website cookies

Module 5 – Data subject rights

- Right of access
- Right to rectification
- Right to erasure
- Right to restrict processing
- Right to data portability
- Right to object
- Rights related to automated processing

Module 6 – Data protection responsibilities

- Data controllers
- Data processors
- Data protection officers
- Local representatives
- Data protection by design and by default
- Data security
- Reporting breaches
- Transferring data
- Consequences of non-compliance



Designated Safeguarding Lead (Children)



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



150 minutes approximately



£12.50 to £25.00 +VAT

Aim

The aim of this course is to provide awareness of safeguarding children so you can understand more about your legal responsibilities, the role of the designated safeguarding lead, the role of social care, the importance of safer recruitment and how to protect children from harm.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about safeguarding children
- The term safeguarding and its meaning
- The key legislation surrounding safeguarding and their legal responsibilities
- The role and responsibilities of the Designated Safeguarding Lead
- Identifying signs of abuse and who could be at most risk
- Responding to any concerns that they have about a child
- How to act if information is disclosed to them by a child.
- How to report their concerns and the importance of this
- Social care's role in the safeguarding process
- How to record their concerns

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about safeguarding children
- Course aims and learning outcomes

Module 2 – Introduction

- What safeguarding children is
- Key legislation that relates to the safeguarding of children

Module 3 – The Designated Safeguarding Lead

- The Designated Safeguarding Lead
- Responsibilities of the Designated Safeguarding Lead
- Safer recruitment procedures
- DBS checks

Module 4 – Identifying the signs of abuse

- What child abuse is
- The categories of abuse and their indicators
- Children at high risk

Module 5 – Disclosures from children

- How a concern may come to your attention
- Why children do not make disclosures
- How to respond to a disclosure
- What not to do

Module 6 – Responding to safeguarding concerns

- Responding to safeguarding concerns
- Sharing information
- The safeguarding structure
- Deciding how to respond

Module 7 – Contacting social care

- What to include in a referral
- Following up a referral
- When social care take action
- When social care do not take action

Module 8 – Recording safeguarding concerns

- What to record
- Good practice in record keeping



Designated Safeguarding Lead (Adults)



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



150 minutes approximately



£12.50 to £25.00 +VAT

Aim

The aim of this course is to provide awareness of safeguarding adults so you can understand more about your legal responsibilities, the role of the designated safeguarding lead, the role of social care, the importance of safer recruitment and how to protect adults from harm.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about adults
- The term safeguarding and its meaning
- The key legislation surrounding safeguarding and their legal responsibilities
- The role and responsibilities of the Designated Safeguarding Lead
- Identifying signs of abuse and risk factors involved
- How to determine capacity
- Responding to any concerns that they have about a adult
- How to act if information is disclosed to them by a adult
- Safer recruitment procedures
- Reporting their concerns and the importance of this
- Social care's role in the safeguarding process
- How to record their concerns

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about safeguarding adults
- Course aims and learning outcomes

Module 2 – Introduction

- The Care Act 2014
- Key legislation that relates to safeguarding adults

Module 3 – The Designated Safeguarding Lead

- The Designated Safeguarding Lead
- Responsibilities of the Designated Safeguarding Lead
- Safer recruitment procedures
- DBS checks

Module 4 – Identifying the signs of abuse

- What abuse is
- Who carries out abuse
- The categories of abuse and their indicators
- Risk factors or abuse

Module 5 – Capacity to make decisions

- Determining capacity
- Unwise decisions
- Making decisions
- The Deprivation of Liberty Safeguards 2009

Module 6 – Responding to a disclosure

- How a concern may come to your attention
- Why individuals do not make disclosures
- How to respond to a disclosure
- What not to do

Module 7 – Contacting adult social care

- What to include in a referral
- Following up a referral
- Adult social care's decision
- Strategy discussions
- The case conference
- Protection plans

Module 8 – Recording safeguarding concerns

- What to record
- Good practice in record keeping



Display Screen Equipment (DSE) assessor awareness



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise your awareness of the dangers that working with DSE can present and some simple steps that you can take to reduce the risk of injury or ill health.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about display screen equipment (DSE)
- What DSE is
- The key legislation relating to DSE
- Key responsibilities of employers and employees
- Key hazards associated with DSE use
- What a DSE risk assessment is
- The importance of setting up a workstation correctly
- Wellbeing in relation to DSE
- The role of the DSE assessor

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about display screen equipment
- Aims and learning outcomes

Module 2 – Introduction

- What Display Screen Equipment is
- Key terms
- Key legislation
- Employer responsibilities
- Employee responsibilities

Module 3 – Potential harmful effects from DSE use

- Musculoskeletal disorders
- Eye strain
- Fatigue and stress

Module 4 – Risk assessment

- What risk assessment is
- The stages in a risk assessment

Module 5 – The importance of setting up your workstation correctly

- Good ergonomics
- Desk setup
- Seat setup
- Screen setup
- Keyboard setup
- Mouse setup
- Laptop computers

Module 6 – Wellbeing

- Eye tests
- Changes in activity
- Workstation exercises

Module 7 – DSE assessor

- The assessor's role
- Deciding if someone is a DSE user
- Information instruction and training
- Risk assessment
- Eye tests



Display Screen Equipment (DSE) awareness



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise your awareness of the dangers that working with DSE can present and some simple steps that you can take to reduce the risk of injury or ill health.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about display screen equipment (DSE)
- What DSE is
- The key legislation relating to DSE
- Key responsibilities of employers and employees
- Key hazards associated with DSE use
- What a DSE risk assessment is
- The importance of setting up a workstation correctly
- Wellbeing in relation to DSE

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about display screen equipment
- Aims and learning outcomes

Module 2 – Introduction

- What Display Screen Equipment is
- Key terms
- Key legislation
- Employer responsibilities
- Employee responsibilities

Module 3 – Potential harmful effects from DSE use

- Musculoskeletal disorders
- Eye strain
- Fatigue and stress

Module 4 – Risk assessment

- What risk assessment is
- The stages in a risk assessment

Module 5 – The importance of setting up your workstation correctly

- Good ergonomics
- Desk setup
- Seat setup
- Screen setup
- Keyboard setup
- Mouse setup
- Laptop computers

Module 6 – Wellbeing

- Eye tests
- Changes in activity
- Workstation exercises



Electrical safety awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide awareness of electricity so you can understand more about your responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about electricity
- Basic electrical principles and definitions
- Key legislation relating to electricity
- The hazards and hazardous activities involving electricity
- The importance of applying appropriate control measures to reduce the risk that electricity presents

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about electricity
- Course aims and learning outcomes

Module 2 – Introduction

- The principles of electricity
- The important decisions
- Legislation associated with electricity

Module 3 – Hazards and hazardous activities

- Electric shock
- Secondary effects
- Electrical burns
- Electrical fires
- Arcing
- Hazardous activities

Module 4 – Control measures

- Assessing the risk
- Reducing the risk
- Emergency procedures



Environmental awareness - giving up plastic



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



60 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the environmental issues associated with plastic waste and some practical steps that you can take to reduce the amount of plastic waste you produce.

Learning outcomes

By the end of this course, learners will be aware of:

- The environmental problems caused by plastic
- Different types of plastic and their uses
- Selecting the most environmentally sound products
- Practical steps they can take to give up plastic

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Aims and learning outcomes

Module 2 – The problem with plastic

- The environmental problems caused by plastic waste

Module 3 – Types and uses of plastic

- Different types of plastic and their uses

Module 4 – Selecting the most environmentally sound products

- Selecting the most environmentally sound products

Module 5 – Taking action

- Taking action



Environmental awareness at home



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service



60 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of environmental issues and some practical steps that you can take to live in a more environmentally sustainable way.

Learning outcomes

By the end of this course, learners will be aware of:

- What the environment is and why it matters
- The key environmental issues
- How you can live in a more environmentally stable way

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Aims and learning outcomes

Module 2 – Introduction

- What the environment is
- Why it matters

Module 3 – Key environmental issues

- Climate change
- Acid rain
- Ozone depletion
- Local air quality
- Water pollution
- Pollution to land
- Resource depletion
- Ecology
- Cultural heritage
- Nuisance
- Waste

Module 4 – Make a difference

- Keeping your home warm
- In the kitchen
- In the bathroom
- Your clothes
- Your hobbies
- On holiday
- When travelling
- When driving
- In the workplace
- At your desk
- Paper and printing
- Batteries
- Purchasing
- Go plastic-free
- Saving water
- Encouraging wildlife
- Managing waste



Environmental awareness at home and work



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of environmental issues and some practical steps that you can take to live and work in a more environmentally sustainable way.

Learning outcomes

By the end of this course, learners will be aware of:

- What the environment is and why it matters
- The key environmental issues
- Environmental management systems
- How you can live and work in a more environmentally stable way

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Aims and learning outcomes

Module 2 – Introduction

- What the environment is
- Why it matters

Module 3 – Key environmental issues

- Climate change
- Acid rain
- Ozone depletion and local air quality
- Water pollution
- Pollution to land
- Resource depletion
- Ecology
- Cultural heritage
- Nuisance
- Waste

Module 4 – Environmental management systems

- Environmental management systems

Module 5 – Make a difference

- Keeping your home warm
- In the kitchen and the bathroom
- Your clothes
- Your hobbies
- On holiday
- When travelling and driving
- In the workplace
- At your desk, paper and printing
- Batteries
- Purchasing
- Go plastic-free
- Saving water
- Encouraging wildlife
- Managing waste
- Storage of fuel and oil
- Spills
- Nuisance
- Water pollution
- Ecology



Environmental awareness at work



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



60 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of environmental issues and some practical steps that you can take to work in a more environmentally sustainable way.

Learning outcomes

By the end of this course, learners will be aware of:

- What the environment is and why it matters
- The key environmental issues
- Environmental management systems
- How you can live and work in a more environmentally stable way

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Aims and learning outcomes

Module 2 – Introduction

- What the environment is
- Why it matters

Module 3 – Key environmental issues

- Climate change
- Acid rain
- Ozone depletion
- Local air quality
- Water pollution
- Pollution to land
- Resource depletion
- Ecology
- Cultural heritage
- Nuisance
- Waste

Module 4 – Environmental management systems

- Environmental management systems

Module 5 – Make a difference

- Make sure everyone knows what to do
- When travelling
- When driving
- In the workplace
- At your desk
- Paper and printing
- Batteries
- Purchasing
- Go plastic-free
- Saving water
- Encouraging wildlife
- Managing waste
- Storage of fuel and oil
- Spills
- Nuisance
- Water pollution
- Ecology



Environmental awareness for construction workers



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



60 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of environmental issues and some practical steps that you can take to work in a more environmentally sustainable way.

Learning outcomes

By the end of this course, learners will be aware of:

- What the environment is and why it matters
- The key environmental issues
- Environmental management systems
- How they can work in a more environmentally stable way

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assess

Contents

Module 1 – Aims and learning outcomes

- Aims and learning outcomes

Module 2 – Introduction

- What the environment is
- Why the environment matters

Module 3 – Key environmental issues

- Climate change
- Acid rain
- Ozone depletion
- Local air quality
- Water pollution
- Pollution to land
- Resource depletion
- Ecology
- Cultural heritage
- Nuisance
- Waste

Module 4 – Environmental management systems

- Environmental management systems

Module 5 – Make a difference

- Make sure everyone knows what to do
- Purchasing
- Managing waste
- Storage of fuel and oil
- Spills
- Washing down plant
- Nuisance
- Noise
- Cultural heritage
- Dust and air quality
- Water pollution
- Ecology



Equality, diversity and inclusion awareness



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise your awareness of diversity, equality and inclusion. You will have a better understanding of the differences individuals may have and why they must be treated equally.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about equality, diversion and inclusion
- What equality, diversion and inclusion is
- The Equality Act 2010
- Employer responsibilities
- Employee responsibilities
- Protected characteristics under the Equality Act 2010
- Discrimination and other unacceptable behaviours
- Practical steps to take relating to diversity, equality and inclusion

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about equality, diversion and inclusion
- What equality, diversity and inclusion is

Module 2 – The Equality Act 2010

- The Equality Act 2010
- Employer responsibilities
- Employee responsibilities

Module 3 – Protected characteristics under the Equality Act 2010

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

Module 4 – Discrimination and other unacceptable behaviours

- What discrimination is
- Unfavourable treatment due to pregnancy and maternity
- Failure to make reasonable adjustments for disability
- Disability and discrimination arising from it
- Bullying
- Harassment and sexual harassment
- Stereotyping and prejudice
- Victimisation

Module 5 – Some practical steps to take

- Being aware of unconscious bias
- Handling disagreements over values and beliefs
- Culture
- Religion
- Age
- Disability
- Reporting discrimination and other unacceptable behaviours



Extremism and radicalisation awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide awareness of extremism and radicalisation so that steps can be taken to prevent them from occurring.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about extremism and radicalisation
- The key definitions relating to radicalisation
- People at risk
- How radicalisation can occur
- The warning signs of radicalisation
- The Counter-Terrorism and Security Act
- The Prevent duty and those who have duties under it
- Assessing the risks of radicalisation
- Sector specific duties

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about extremism and radicalisation
- Course aims and learning outcomes

Module 2 – Introduction

- Key definitions
- People at risk of radicalisation
- How radicalisation can occur
- The warning signs of radicalisation

Module 3 – The Prevent duty

- The Counter Terrorism and Security Act 2015
- The Prevent duty
- Those that have duties under Prevent

Module 4 – Assessing and controlling the risk

- Assessing the risk of radicalisation
- Counter- Terrorism Local Profiles
- Action plans
- Channel
- The Channel process
- Criticisms of Prevent

Module 5 – Sector specific duties

- Local authorities
- Schools and registered childcare providers
- Higher education and universities
- The police
- Prisons
- Probation services
- The health sector



Fire extinguisher awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
RQSPA
Qualifications



60 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the different types of fire extinguishers in the UK and how to use them safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about fire extinguishers
- The fire triangle
- Fire classification used in the UK
- Types of fire extinguisher
- Using a fire extinguisher
- Using a fire blanket

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about fire extinguishers
- Aims and learning outcomes

Module 2 – The fire triangle

- The fire triangle

Module 3 – Fire classification used in the UK

- Fire classification

Module 4 – Types of fire extinguisher

- Types of fire extinguisher

Module 5 – Using a fire extinguisher

- Before using a fire extinguisher
- P.A.S.S.
- Using a water fire extinguisher
- Using a foam fire extinguisher
- Using a dry powder extinguisher
- Using a carbon dioxide extinguisher
- Using a wet chemical extinguisher
- Fire blankets



Fire safety awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks posed by fire and the arrangements required in all workplaces to eliminate or reduce the risks that fire presents.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about fire
- Key fire Safety Legislation
- The nature of fire
- Fire safety legislation
- The basics components of fire
- The common causes of fire
- The stages of fire
- The spread of fire
- Fire classification
- Fire prevention and the prevention of fire spread
- Fire extinguishers
- Fire risk assessment
- Fire safety arrangements

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about fire
- Aims and learning outcomes

Module 2 – Key legislation relating to fire

- Fire Safety Legislation

Module 3 – The nature of fire

- The basic components of fire
- The stages of fire
- The spread of fire
- Fire classification

Module 4 – Preventing fire

- Fire prevention and prevention of fire spread
- Fire extinguishers
- Risk assessment
- Fire safety arrangements

FAQs

Q. Does the course cover the duties of a Fire Warden?

A. No. You will need the fire warden training course that we provide. It covers the same material as this course, but with the addition of the fire warden duties.

Q. Does this cover everything I need to tell my employees about fire?

A. This course covers much of what your employees will need to know to protect them from the dangers of fire. But it may need to be supplemented with site-specific information applicable to your workplace. For example, what site-specific fire risks you have, the significant findings from your fire risk assessment, who your Fire Marshals / Fire Wardens are, the local arrangements for raising the alarm, and local evacuation routes.



Fire warden/ Fire marshal



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks posed by fire and the arrangements required in all workplaces to eliminate or reduce the risks that fire presents. It also covers the key roles and responsibilities of the Fire Warden/ Fire Marshal.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about fire
- Key fire Safety Legislation
- The nature of fire
- Fire safety legislation
- The basics components of fire
- The common causes of fire
- The stages of fire
- The spread of fire
- Fire classification
- Fire prevention and the prevention of fire spread
- Fire extinguishers
- Fire risk assessment
- Fire safety arrangements
- The key roles and responsibilities of the fire warden (fire marshal)

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about fire
- Aims and learning outcomes

Module 2 – Key legislation relating to fire

- Fire Safety Legislation

Module 3 – The nature of fire

- The basic components of fire
- The stages of fire
- The spread of fire
- Fire classification

Module 4 – Preventing fire

- Fire prevention and prevention of fire spread
- Fire extinguishers
- Risk assessment
- Fire safety arrangements

Module 5 – The role of the fire warden (fire marshal)

- The role of the fire warden
- Duties day to day
- Duties in the event of a fire warden (fire marshal)

FAQs

Q. Is this all I need to know to be a Fire Warden/Marshal?

A. It will be necessary to supplement this awareness training with more specific information, training and / or experience to ensure your competence as a Fire Warden / Fire Marshal, given the nature of your organisation, the environment in which it operates, the arrangements it has in place, your role and the tasks you perform. For example, you will need to know what specific local fire safety arrangements are in place and what specific duties have been assigned to you

Q. Will I also need to do your fire safety awareness course?

A. No. This course covers exactly the same material as the fire safety awareness course, but with the addition of the Fire Warden/ Marshal duties.



Food allergen awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
R-SPA
Qualifications



Institute
of Hospitality
ENDORSED



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with food allergens so that you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about food allergens
- Key terms relating to food allergens
- Key legislation surrounding to food allergens
- Key hazards associated with food allergens
- Control measures that can be implemented to reduce the risks posed by food allergens

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about food allergens
- Course aims and learning outcomes

Module 2 – Introduction

- Key terms
- Food allergies
- Food allergens
- Food intolerances
- Anaphylaxis
- Key legislation
- Key responsibilities of food handlers
- Failure to comply with the law

Module 3 – Key hazards

- Allergens
- Gluten
- Cross contamination
- Incorrect allergen information

Module 4 – Control measures

- Food safety management procedures
- Providing information on allergens
- Training
- Preparing food
- Serving food
- Personal hygiene
- Cleaning
- Deliveries
- Storage
- Emergency procedures



Food safety and hygiene

- Level 1



Scan for info
or [click here](#)



60 minutes approximately



£6.00 to £10.00 +VAT

Aim

The aim of this course is to raise awareness for people that do not handle food directly, of the risks associated with working in areas where food is prepared, so you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- The importance of good food safety and hygiene
- The key legislation surrounding food safety and hygiene
- The key responsibilities of both employers and employees
- The key hazards associated with food safety and hygiene
- The control measures that can be implemented to ensure good food safety and hygiene

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about food safety and hygiene
- The course aims and learning outcomes

Module 2 – Introduction

- Key terms
- The Food Safety Act 1990 (as amended)
- Employers responsibilities
- Employers responsibilities
- Environmental Health Officers
- The Food Hygiene Rating Scheme
- The Food Hygiene Information Scheme
- Failure to comply with the law

Module 3 – Key hazards

- Contamination
- Microbiological hazards
- Chemical hazards
- Biological hazards
- Physical hazards
- Allergenic hazards
- Pests

Module 4 – Control measures

- Personal hygiene
- Cleaning, Disinfection and Sterilisation
- Design of Premises and Equipment
- Pest Control
- Temperature Control
- Food Storage
- Food Deliveries



Food safety and hygiene for catering - Level 2



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
R-SPA
Qualifications



Institute
of Hospitality
ENDORSED



90 minutes approximately



£6.50 to £12.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with the handling of food in the food catering industry so you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about food safety and hygiene
- The key legislation surrounding food safety and hygiene
- The key responsibilities of both employers and employees
- The key hazards associated with food safety and hygiene
- HACCP
- The control measures that can be implemented to ensure good food safety and hygiene

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. Do I need to complete the Level 1 course before doing this course?

A. No.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about food safety and hygiene
- The course aims and learning outcomes

Module 2 – Introduction

- Key terms
- Key legislation that relates to food safety and hygiene
- Employers responsibilities
- Employees responsibilities
- Environmental Health Officers
- The Food Hygiene Rating Scheme
- The Food Hygiene Information Scheme
- Failure to comply with the law

Module 3 – Key hazards

- Contamination
- Microbiological hazards
- Chemical hazards
- Biological hazards
- Physical hazards
- Allergenic hazards
- Pests

Module 4 – Food safety management procedures

- What a food safety management system is
- What HACCP is
- The principles of HACCP

Module 5 – Control measures

- Personal hygiene
- Cleaning, disinfection and sterilisation
- Design of premises and equipment
- Pest control
- Temperature control
- Food storage
- Food deliveries



Food safety and hygiene for manufacturing - Level 2



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
R-SPA
Qualifications



Institute
of Hospitality
ENDORSED



90 minutes approximately



£6.50 to £12.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with the handling of food in the food manufacturing industry so you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about food safety and hygiene
- The key legislation surrounding food safety and hygiene
- The key responsibilities of both employers and employees
- The key hazards associated with food safety and hygiene
- HACCP
- The control measures that can be implemented to ensure good food safety and hygiene

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. Do I need to complete the Level 1 course before doing this course?

A. No.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about food safety and hygiene
- The course aims and learning outcomes

Module 2 – Introduction

- Key terms
- Key legislation that relates to food safety and hygiene
- Employers responsibilities
- Employees responsibilities
- Environmental Health Officers
- The Food Hygiene Rating Scheme
- The Food Hygiene Information Scheme
- Failure to comply with the law

Module 3 – Key hazards

- Contamination
- Microbiological hazards
- Chemical hazards
- Biological hazards
- Physical hazards
- Allergenic hazards
- Pests

Module 4 – Food safety management procedures

- What a food safety management system is
- What HACCP is
- The principles of HACCP

Module 5 – Control measures

- Personal hygiene
- Cleaning, disinfection and sterilisation
- Design of premises and equipment
- Pest control
- Temperature control
- Food storage
- Food deliveries



Food safety and hygiene for retail - Level 2



Scan for info
or [click here](#)



90 minutes approximately



£6.50 to £12.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with the handling of food in the food retail industry so you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about food safety and hygiene
- The key legislation surrounding food safety and hygiene
- The key responsibilities of both employers and employees
- The key hazards associated with food safety and hygiene
- HACCP
- The control measures that can be implemented to ensure good food safety and hygiene

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. Do I need to complete the Level 1 course before doing this course?

A. No.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about food safety and hygiene
- The course aims and learning outcomes

Module 2 – Introduction

- Key terms
- Key legislation that relates to food safety and hygiene
- Employers responsibilities
- Employees responsibilities
- Environmental Health Officers
- The Food Hygiene Rating Scheme
- The Food Hygiene Information Scheme
- Failure to comply with the law

Module 3 – Key hazards

- Contamination
- Microbiological hazards
- Chemical hazards
- Biological hazards
- Physical hazards
- Allergenic hazards
- Pests

Module 4 – Food safety management procedures

- What a food safety management system is
- What HACCP is
- The principles of HACCP

Module 5 – Control measures

- Personal hygiene
- Cleaning, disinfection and sterilisation
- Design of premises and equipment
- Pest control
- Temperature control
- Food storage
- Food deliveries



HACCP in Catering - Level 2



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Institute
of Hospitality
ENDORSED



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness and understanding of the principles of HACCP and your role within the food safety management system in your catering business so that you can carry out your role hygienically and safely.

Learning outcomes

By the end of this course, learners will be aware of:

- What HACCP is
- The key terms associated with HACCP
- The key legislation associated with HACCP
- The key hazards associated with food safety and hygiene in catering
- What prerequisite programmes are
- Examples of prerequisite programmes in catering
- The twelve-step process to establish a HACCP system

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about HACCP
- Aims and learning outcomes

Module 2 – Introduction

- What HACCP is
- Key terms
- Key legislation
- Environmental Health Officers
- Failure to comply with the law

Module 3 – Key hazards

- Contamination
- Microbiological hazards, chemical hazards, physical hazards, allergenic hazards and pests

Module 4 – Prerequisite programmes

- What prerequisite programmes are
- Personal hygiene
- Stock rotation systems
- Pest control
- Waste management
- Cleaning and disinfection procedures
- Transportation
- Design of premises and equipment
- Staff training

Module 5 – Establishing a HACCP system

- The twelve-step process
- Assemble a HACCP team
- Describe the product and processes
- Identify the intended use and consumers
- Construct a process flow diagram
- Confirm the flow diagram on-site
- Carry out a hazard analysis and identify control measures
- Determine the Critical Control Points
- Establish critical limits
- Monitor Critical Control Points
- Establish corrective actions and
- Establish verification procedures and validate the HACCP plan
- Record keeping



HACCP in Manufacturing - Level 2



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Institute
of Hospitality
ENDORSED



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness and understanding of the principles of HACCP and your role within the food safety management system in your catering business so that you can carry out your role hygienically and safely.

Learning outcomes

By the end of this course, learners will be aware of:

- What HACCP is
- The key terms associated with HACCP
- The key legislation associated with HACCP
- The key hazards associated with food safety and hygiene in manufacturing
- What prerequisite programmes are
- Examples of prerequisite programmes in catering
- The twelve-step process to establish a HACCP system

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about HACCP
- Aims and learning outcomes

Module 2 – Introduction

- What HACCP is
- Key terms
- Key legislation
- Environmental Health Officers
- Failure to comply with the law

Module 3 – Key hazards

- Contamination
- Microbiological hazards, chemical hazards, physical hazards, allergenic hazards and pests

Module 4 – Prerequisite programmes

- What prerequisite programmes are
- Personal hygiene
- Stock rotation systems
- Pest control
- Waste management
- Cleaning and disinfection procedures
- Transportation
- Design of premises and equipment
- Staff training

Module 5 – Establishing a HACCP system

- The twelve-step process
- Assemble a HACCP team
- Describe the product and processes
- Identify the intended use and consumers
- Construct a process flow diagram
- Confirm the flow diagram on-site
- Carry out a hazard analysis and identify control measures
- Determine the Critical Control Points
- Establish critical limits
- Monitor Critical Control Points
- Establish corrective actions and
- Establish verification procedures and validate the HACCP plan
- Record keeping



HACCP in Retail - Level 2



Scan for info
or [click here](#)



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness and understanding of the principles of HACCP and your role within the food safety management system in your catering business so that you can carry out your role hygienically and safely.

Learning outcomes

By the end of this course, learners will be aware of:

- What HACCP is
- The key terms associated with HACCP
- The key legislation associated with HACCP
- The key hazards associated with food safety and hygiene in retail
- What prerequisite programmes are
- Examples of prerequisite programmes in catering
- The twelve-step process to establish a HACCP system

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about HACCP
- Aims and learning outcomes

Module 2 – Introduction

- What HACCP is
- Key terms
- Key legislation
- Environmental Health Officers
- Failure to comply with the law

Module 3 – Key hazards

- Contamination
- Microbiological hazards, chemical hazards, physical hazards, allergenic hazards and pests

Module 4 – Prerequisite programmes

- What prerequisite programmes are
- Personal hygiene
- Stock rotation systems
- Pest control
- Waste management
- Cleaning and disinfection procedures
- Transportation
- Design of premises and equipment
- Staff training

Module 5 – Establishing a HACCP system

- The twelve-step process
- Assemble a HACCP team
- Describe the product and processes
- Identify the intended use and consumers
- Construct a process flow diagram
- Confirm the flow diagram on-site
- Carry out a hazard analysis and identify control measures
- Determine the Critical Control Points
- Establish critical limits
- Monitor Critical Control Points
- Establish corrective actions and
- Establish verification procedures and validate the HACCP plan
- Record keeping



Health, safety and welfare for workers



Scan for info
or [click here](#)



4.5 hours approximately



£12.50 to £25.00 +VAT

Aim

The aim of this course is to raise awareness of the key health, safety and welfare responsibilities for workers and to provide learners with information about common hazards and control measures.

Learning outcomes

By the end of this course, learners will be aware of:

- The key terms associated with health, safety and welfare
- The key legislation associated with health, safety and welfare
- The main responsibilities for health, safety and welfare in the workplace
- Common hazards in the workplace
- Control measures to improve health, safety and welfare in the workplace

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about health, safety and welfare
- Aims and learning outcomes
- Module 2 – Introduction
- Key terms
- Key legislation
- Employer responsibilities
- Employee responsibilities

Contents (continued)

Module 3 - Common hazards in the workplace

- Access and egress
- Aggression and violence
- Asbestos
- Bullying
- Chemicals and harmful substances
- Computer workstations
- Confined spaces
- Drugs and alcohol
- Electricity
- Fire
- Heights
- Housekeeping
- Lighting
- Manual handling
- Noise
- Personal hygiene
- Plant and machinery
- Powered and hand tools
- Slips and trips
- Stress
- Temperature
- Vehicles and transport safety
- Vibration
- Welfare

Module 4 – Improving safety performance

- Key responsibilities for improving safety performance
- Individual competence
- Safe systems of work
- Permits to work
- Personal Protective Equipment (PPE)
- Emergency procedures
- Workplace inspections
- First aid arrangements
- Health surveillance and monitoring
- Safety signs
- Reporting workplace incidents
- Safe attitudes and behaviours



IEMA Environmental sustainability skills for managers



Scan for info
or [click here](#)



10-14 hours approximately



£125.00 +VAT

Aim

The aim of this course is to provide supervisors and managers with a strategic and operational overview of environmental sustainability as it affects their industry and work area.

Learning outcomes

1. The Learner will have knowledge and understanding of the main environmental and economic risks and opportunities
2. The Learner will have knowledge and understanding of compliance obligations and business drivers for change
3. The Learner will have knowledge and understanding of the main potential impacts on environment and sustainability
4. The Learner will have knowledge and understanding of how to improve environmental performance
5. The Learner will evaluate drivers for change and barriers
6. The Learner will apply knowledge and understanding to baselines data to monitor and improve performance
7. The Learner will apply knowledge of environmental sustainability across the value chain
8. The Learner will demonstrate the importance of implementing resource efficiency
9. The Learner will demonstrate how employees can improve environmental performance

Assessment

To complete this course, learners must pass the IEMA Environmental Sustainability Skills for Managers Exam. The exam is completed online and consists of multiple choice questions. The cost of both the exam and IEMA fees are already included in the cost of the course.

Certificate

The certificate is issued by IEMA on successful completion of the course and assessment.

Contents

Module 1 – Setting the scene

- Environmental risk and environmental opportunity
- Key environmental pressures
- Sustainability
- The Sustainability Development Goals
- Key terms – Environmental management systems and ISO14001
- Key terms – Carbon footprinting
- Key terms – Life cycle thinking

Module 2 – Laws and other compliance obligations

- Purpose of environmental compliance requirements
- Key compliance requirements
- Managing compliance and enforcement

Module 3 – Key environmental sustainability issues

- Climate change
- Biodiversity conservation and loss
- Resource security
- Pollution
- Nuisance

Module 4 – Improving environmental sustainability performance

- Summary
- Sustainable behaviours
- Environmental impacts
- Arriva case study
- Bafta and Albert case study

Module 5 - Drivers for change and barriers

- Drivers for sustainability
- Understanding what needs to change
- Managing change

Module 6 – Using data for performance improvement

- Using data and choosing indicators
- Absolute and normalised indicators
- Interpreting data
- Data activity

Contents (continued)**Module 7 - Environmental sustainability across the value chain**

- Value chain and life-cycle thinking
- Value chains and sustainability
- Life-cycle assessment

Module 8 - Improving resource efficiency

- Resource efficiency
- Energy management
- Materials and waste management
- Water management
- Circular economy

Module 9 – Employees and sustainability performance

- Roles in sustainability
- Communicating sustainability effectively
- Environmental impacts management



IEMA Environmental sustainability skills for the workforce



Scan for info
or [click here](#)



6-7 hours approximately



£90.00 +VAT

Aim

The aim of this course is to help ensure that environmental sustainability is embedded into all job roles within an organisation.

Learning outcomes

1. The Learner will have knowledge and understanding of the main environmental and economic risks and opportunities
2. The Learner will have knowledge and understanding of compliance obligations and business drivers for change
3. The Learner will have knowledge and understanding of the main potential impacts on environment and sustainability
4. The Learner will have knowledge and understanding of how to improve environmental performance

Assessment

To complete this course, learners must pass the IEMA Environmental Sustainability Skills for Managers Exam. The exam is completed online and consists of multiple choice questions. The cost of both the exam and IEMA fees are already included in the cost of the course.

Certificate

The certificate is issued by IEMA on successful completion of the course and assessment.

Contents

Module 1 – Setting the scene

- Environmental risk and environmental opportunity
- Key environmental pressures
- Sustainability
- The Sustainability Development Goals
- Key terms – Environmental management systems and ISO14001
- Key terms – Carbon footprinting
- Key terms – Life cycle thinking

Module 2 – Laws and other compliance obligations

- Purpose of environmental compliance requirements
- Key compliance requirements
- Managing compliance and enforcement

Module 3 – Key environmental sustainability issues

- Climate change
- Biodiversity conservation and loss
- Resource security
- Pollution
- Nuisance

Module 4 – Improving environmental sustainability performance

- Summary
- Sustainable behaviours
- Environmental impacts
- Arriva case study
- Bafta and Albert case study



IEMA Pathways to Net Zero



Scan for info
or [click here](#)



10-14 hours approximately



£175.00 +VAT

Aim

The IEMA Pathways to Net Zero course gives clear, consistent guidance on best practice on response to the climate crisis and delivering net zero within organisations. The eight parts that make up this course provide learners with a solid basis to assist and support the decarbonisation of organisations.

Learning outcomes

- 1 Explain what is net zero and related terms
- 2 Explain the urgency of the underlying climate science driving the net zero agenda
- 3 Explain the main international policy context for responding to the climate crisis
- 4 Explain the UK policy context and drivers
- 5 Explain the risks and opportunities of net zero including on future business viability, reputation, supply chain vulnerabilities etc
- 6 Explain the business and environmental benefits of low carbon goods and services
- 7 Explain the requisite corporate governance, resourcing and accountability for delivering net zero
- 8 Explain how to establish a greenhouse gas inventory across all three scopes
- 9 Explain the main principles of greenhouse gas accounting (including using activity data and emission factors)
- 10 Explain what carbon neutral means and its application for organisations, products and services
- 11 Explain how to establish science-based targets (methodologies)
- 12 Explain how to establish a net zero strategy (near- and long-term targets)
- 13 Implement a decarbonisation plan with suitable targets and milestones to deliver on a science-based target and/or net zero objective
- 14 Explain how to reduce greenhouse emissions where these are influenced but not directly controlled (Scope 3)
- 15 Explain how to communicate externally about responses to the climate crisis, net zero and making robust green claims

Assessment

To complete this course, learners must pass the IEMA Pathways to Net Zero Exam. The exam is completed online and consists of multiple choice questions. The cost of both the exam and IEMA fees are already included in the cost of the course.

Exam

The IEMA Pathways to Net Zero Exam demonstrates the student's understanding of the information contained within the course. The exam is taken online, so there is no need to attend a training centre. The exam consists of multiple choice questions. Students can have two attempts at the exam. A student will have to resit the whole course if they do not achieve the required marks on the second attempt.

Certificate

The certificate is issued by IEMA on successful completion of the course and assessment.

Contents

Module 1 – Why net zero?

- The need for net zero
- What net zero is
- The Paris Agreement (COP 21)
- Net zero and the IPCC
- Importance of 1.5 degrees Celsius
- Carbon offset and carbon removal
- National targets and commitments for net zero

Module 2 - Responding to net zero

- Understanding net zero
- Making a credible net zero pledge
- UNFCCC Race to Zero Campaign
- Developing internal capacity to deliver net zero
- Importance of engaging employees in net zero

Module 3 - Greenhouse gas accounting

- Carbon footprinting and accounting
- Establishing a greenhouse gas inventory
- Calculating greenhouse gas emissions within an inventory
- Calculating scope 2 emissions
- Calculating scope 3 emissions

Module 4 - Carbon neutrality

- Carbon neutral and net zero
- PAS 2060

Module 5 - Net zero methodologies

- A robust net zero approach
- Popular methodologies and approaches
- Science based targets
- Science-Based Targets initiative (SBTi)
- Carbone4

Module 6 - Developing a decarbonisation plan (part 1)

- Developing a decarbonisation plan
- Transitioning to clean and efficient use of energy
- Purchasing renewable energy
- Transitioning to lower-carbon buildings and construction
- Transitioning to low-emission transport
- Transitioning to net zero emissions products and services
- Disclosure of progress
- Evolving your decarbonisation plan
- Dealing with uncertainties
- Carbon pricing
- Carbon finance and carbon offsets

Module 7 - Net zero across the value chain

- The importance of value chain decarbonisation
- Value chain emission reduction approaches
- Procurement strategy and supplier engagement
- Business model innovation
- Product and service design
- Customer engagement
- Operational policies
- Investment strategy

Module 8 - Communicating net zero

- Making robust communications
- Greenwashing
- Standards and regulations on environmental communications
- Examples of disclosure frameworks



Infection prevention and control awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide you with an awareness of infection prevention and control so you can understand more about your legal responsibilities and how you can protect those you have a duty to protect.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about infection prevention and control
- What infection prevention and control is
- The laws that related to infection prevention and control
- Sources of infection
- Infection transmission
- The infection chain and how to break it
- Risk assessment for infection control and prevention
- Control methods to prevent and control infection

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. Does this cover a wide range of potential infection sources?

A. Yes. It is designed to cover general principles applicable to a wide range of scenarios.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about infection prevention and control
- Aims and learning outcomes

Module 2 – Introduction

- What infection prevention and control is
- Key legislation
- Employer responsibilities
- Employee responsibilities

Module 3 – Key hazards

- Sources of infection
- Infection transmission
- The chain of infection

Module 4 – Assessing the risk

- What risk assessment is
- The stages in a risk assessment

Module 5 – Preventing and controlling infection

- Body defences
- Preventing exposure
- Hygiene
- Preventing and treating wounds
- Waste disposal
- Bodily fluids
- Cleaning
- Personal Protective Equipment (PPE)
- Breaking the chain of infection



IOSH Environment for Business



Scan for info
or [click here](#)



5 hours approximately



£95.00 +VAT

Aim

The aim of this course is to give managers the latest understanding and practical guidance to integrate environmental management and sustainability into everyday business activity.

Learning outcomes

By the end of this course, learners should be able to:

- Understand that the natural world works in cycles
- Understand that natural resources are finite
- Understand that the environment delivers ecosystem services
- Understand that natural systems are interlinked
- Understand that the environment impacts all organisations
- Recognise the key ways in which the environment might interact with their own organisation.
- Understand that all organisations impact the environment
- Understand that impacts can be positive and negative
- Identify ways to increase efficiency through improved environmental performance
- Understand the difference between a linear and circular business model
- Identify the benefits of a circular economy
- Identify different types of business models in a circular economy

Assessment

To complete this course, learners must pass the IOSH Environment for business Exam.

Exam

The exam is 100% online and is made up of multiple choice questions. Learners need to achieve at least 21 points from a possible 30 to pass. Learners can have two attempts at the exam. A Learner will have to resit the whole course if they do not achieve the required marks on the second attempt.

Certificate

The certificate is issued by IOSH on successful completion of the exam.

Mock Tests

The course includes two mock tests to help learners prepare for the exam.

Tutor Support

You have access to our in-house team of IOSH approved tutors for the duration of your study.

Contents

Module 1 – What the environment is

- What the environment is
- Natural cycles
- Natural resources
- Ecosystem services
- Interlinked natural systems

Module 2 - Recognising how the environment impacts organisations

- How the environment impacts organisations
- How the environment interacts with your organisation

Module 3 - Recognising how organisations impact the environment

- How organisations impact the environment
- Positive and negative impacts

Module 4 - Minimising environmental risks and maximising sustainability opportunities

- Resource efficiency
- True cost of waste
- The waste hierarchy
- Environmental management systems
- Linear and circular business model
- The benefits of a circular economy
- Business models in a circular economy



IOSH Managing occupational health and wellbeing



Scan for info
or [click here](#)



6-8 hours approximately



£125.00 +VAT

Aim

The aim of this course is to give managers an understanding of:

- The importance of health management and the key health needs of the organisation
- Types of health hazards and how to assess, control and monitor the associated risks
- Types of personal or health conditions that affect fitness for work and how to assess and manage their impact
- What wellbeing is, how it adds value to the organisation and how to promote healthy lifestyles and positive mental health to enable a healthy workplace culture

Learning outcomes

By the end of this course, learners will be able to:

- State what health management is and explain why it makes good business sense to have a good health profile
- Summarise occupational safety and health and employment requirements and describe what to consider in a health needs assessment
- Describe how the vision and direction of an organisation influence health and wellbeing in the workplace
- Explain ways to monitor health risks in a risk management process and state who can provide help with managing occupational health and wellbeing issues
- Relate health hazards to different categories and explain their causes and impact
- Carry out a health risk assessment identifying the hazards, risks and controls and recognise any specific health risks that need to be prioritised
- List types of common non-work-related physical and mental health conditions and describe how they impact fitness for work
- Describe the requirements and types of health assessments for specific worker groups
- Describe the components of a drug and alcohol policy and testing process and explain how to manage results
- Explain ways to conduct absence management and recognise the benefit of getting people back to work

- Explain the aims and business benefits of a workplace wellbeing programme and how to promote and monitor it
- Describe health choices and how they can enable a healthy lifestyle
- Recognise mental health issues and explain how to approach the individual to find a way forward
- Describe how the culture, attitudes and behaviours of leaders influence overall wellbeing

Assessment

To complete this course, learners must pass the IOSH Managing occupational health and wellbeing exam and project.

Exam

The exam is 100% online and is made up of multiple choice questions. Learners can have two attempts at the exam. A Learner will have to resit the whole course if they do not achieve the required marks on the second attempt.

Mock Tests

The course includes two mock tests to help learners prepare for the exam.

Project

The project can be conducted at the workplace, or anywhere with which the learner is familiar. The project is completed online and must be emailed to the HSQE tutors for assessment. Draft copies of the project can be sent to the tutor before formal assessment.

Tutor Support

You have access to our in-house team of IOSH approved tutors for the duration of your study.

Contents

Module 1 – A healthy company

- Defining occupational health
- The scale of the problem
- Benefits of good health management at work
- WHO Global Plan of Action (GPA)
- WHO healthy workplace model
- Health management
- Health needs assessment
- Linking health to business practices
- The three P's of management
- Management system approach
- Where to get help and support

Module 2 – health risk management

- Managing health risks
- Health risk assessment steps
- Hierarchy of risk control
- Monitoring programme
- Health monitoring techniques
- Workplace monitoring techniques

Module 3 - Fitness for work

- Non-communicable diseases (NCDs)
- The impact of health on work
- Common non-work-related health conditions
- Why a health assessment may be needed
- When to do a health assessment
- Health assessments
- Substance misuse
- Identifying a drug or alcohol problem
- Drug and alcohol policy statements
- Drug and alcohol testing
- Managing substance-related problems
- Benefits of getting people back to work
- Effective ill health and absence management
- The return-to-work process

Module 4 - Wellbeing

- Wellbeing in the workplace
- Overall wellbeing strategy
- Aims and benefits of a wellbeing programme
- Five modifiable risk factors
- Mental health
- Building a healthy culture



IOSH Managing safely®



Scan for info
or [click here](#)



16-24 hours approximately



£125.00 +VAT

Aim

The aim of this course is to:

- Give managers and supervisors an understanding of everyone's safety and health responsibilities in the workplace
- Enable managers and supervisors to recognise how they can influence, control and monitor risk to improve safety and health issues in the workplace

Learning outcomes

By the end of this course, learners will be able to:

- Describe the key reasons to manage safety and health in the workplace
- Define the key terms relating to safety and health
- Identify how the law can have an impact on safety and health in the workplace
- Describe how to assess, reduce and control risk in the workplace
- Identify workplace hazards and risks, their impact and how to manage them
- Identify how to evaluate and respond to an incident
- List the benefits and characteristics of an effective health and safety management system
- Describe the principles that underpin good safety and health performance

Assessment

To complete this course, learners must pass the IOSH Managing Safely® Exam and Project.

Exam

The exam is 100% online and is made up of multiple choice questions. Learners need to achieve at least 36 points from a possible 60 to pass. Learners can have two attempts at the exam. A Learner will have to resit the whole course if they do not achieve the required marks on the second attempt.

SPECIAL OFFER

We are including a mix and match 5 bundle with every purchase of IOSH Managing safely® for a limited time.

So you get 5 courses, plus IOSH Managing safely® for just £125+VAT



Mock Tests

The course includes two mock tests to help learners prepare for the exam.

Project

The project can be conducted at the workplace, or anywhere with which the learner is familiar. The project is completed online and must be emailed to the HSQE tutors for assessment. Draft copies of the project can be sent to the tutor before formal assessment.

The project template consists of three pages:

- Page 1 is for administrative details and allows you to describe the scope that your risk assessment applies to
- Page 2 is for your risk assessment, based on a format explained in the course
- Page 3 is guidance on how to complete your project. Students need to achieve at least 23 points from a possible 38 points to pass the project.

Tutor Support

You have access to our in-house team of IOSH approved tutors for the duration of your study.

Contents

Module 1 – Introducing managing safely

- The three key moral, legal and financial reasons for managing safely
- Manager responsibility and accountability for safety and health in the workplace

Module 2 – Assessing risks

- The definitions of the terms hazard, hazardous event and risk
- The definition of the term risk assessment
- The definitions of the terms likelihood and consequence
- The risk assessment process and risk rating system
- The benefits of carrying out risk assessment

Module 3 – Controlling the risks

- The definition of the term ‘reasonably practicable’
- How to evaluate risk using a risk matrix and how to control those risks
- How to reduce risk by applying the ‘hierarchy of risk control’
- How implementing risk controls can impact the likelihood of an incident, consequence of an incident or both factors
- The definition of the term ‘residual risk’

Module 4 – Understanding responsibilities

- What the law requires an organisation to do to protect the safety and health of workers and other persons under its control
- The definition of the term ‘reasonably foreseeable’
- The three knowledge tests to help determine ‘reasonably foreseeable’ risks: common, industry and expert knowledge
- The difference between criminal law and civil law in relation to safety and health
- The possible outcomes of not working within the law
- Where to find help and guidance for working within the law
- The key parts, and the elements of each part, of a health and safety management system
- The key benefits of introducing a health and safety management system
- Why leadership is an essential part of a health and safety management system

Module 5 – Understanding hazards

- The six main hazard categories and how hazards can fall into more than one group
- Common hazards in the workplace, their effects and symptoms and how to manage them including:
 - Access and egress
 - Aggression and violence
 - Asbestos
 - Bullying
 - Chemicals and harmful substances
 - Computer workstations
 - Confined spaces
 - Drugs and alcohol
 - Electricity
 - Fire
 - Heights
 - Housekeeping and welfare
 - Infection prevention and control
 - Lighting
 - Manual handling
 - Noise
 - Plant and machinery
 - Radiation
 - Slips and trips
 - Stress
 - Temperature
 - Vehicles and transport safety
 - Vibration

Module 6 – Investigating incidents

- The definitions of the terms incident, accident and near miss
- The reasons to investigate incidents
- The benefits of incident investigation
- The definitions of the terms immediate, underlying and root causes in relation to incidents
- The actions to be taken following an incident
- Incident reporting
- The stages of a structured approach to incident investigation

Module 7 – Measuring performance

- The three essential principles for good safety and health performance
- What types of information performance indicators can give to help improve safety and health in the workplace
- The characteristics of good key performance indicators
- The differences between proactive and reactive performance indicators
- What is meant by auditing
- The two types of auditing: internal and external
- Types of evidence used in an audit



IOSH Managing sustainably



Scan for info
or [click here](#)



8 hours approximately



£125.00 +VAT

Aim

The aim of this course is to raise awareness of the value of human capital and show how occupational safety and health (OSH) management can contribute to a positive workforce culture and a sustainable business.

Learning outcomes

By the end of this course, learners will be able to:

- The meaning of sustainability, human capital and the three inter-dependencies
- The United Nations Sustainable Development Goals (UNSDGs) and how OSH relates to them
- The meaning of a culture
- The core OSH management principles
- The importance of tracking performance to social sustainability
- The importance of good management to social sustainability

Assessment

To complete this course, learners must pass the IOSH Managing sustainably exam and submit an action plan.

Exam

The exam is 100% online and is made up of multiple choice questions. Learners need to achieve at least 25 points from a possible 30 to pass.

Action Plan

Learners are required to complete an Action Plan after they complete the exam. They need to explain in their plan:

- How they feel differently about OSH and sustainability after attending the course
- How they would improve and embed social sustainability within organisational processes and operations.

Learners need to achieve 12 out of a possible score of 15 to pass the Action Plan part of the assessment.

Contents

Module 1 – OSH and sustainability

- Sustainability and sustainability in practice
- People, planet, profit
- The triple bottom line
- Social sustainability
- Social and human capital and key elements of human capital
- Business drivers for human capital development
- The Sustainable Development Goals
- The Five Capitals model of sustainability
- Importance of OSH to human capital

Module 2 – OSH for the operational manager

- Culture and social sustainability
- Valuing people
- Personal drivers
- Cultural change
- Culture and behaviours
- Creating behavioural change
- Positive vs negative reinforcement
- Engaging people in change
- Gathering information

Module 3 – Understanding OSH risks for managers

- OSH risks and sustainability
- Core OSH management principles
- Key contributing elements of OSH
- Concept of 'safe enough'
- Assessment of risk
- Employee wellbeing
- Personal and external factors affecting wellbeing
- HSE: six key areas to address
- Key questions for managers
- Influencing change
- How well does your organisation prepare people?

Module 4 – Measuring OSH performance

- Gathering data and data analysis
- Measuring performance, leading and lagging indicators
- External perceptions

Module 5 – Personal effectiveness

- Effective management
- Management styles



IOSH Safety for executives and directors



Scan for info
or [click here](#)



6-8 hours approximately



£95.00 +VAT

Aim

The aim of this course is to provide an understanding of:

- The moral, legal and business case for proactive safety, health and risk management and of strategic safety and health management
- Its integration into holistic business management systems and procedures

Learning outcomes

By the end of this course, learners will be able to:

- Describe the legal, moral and financial role of operational directors, owners of small businesses and senior executives, including their responsibilities, liabilities and accountabilities, both personal and organisational
- Explain the importance of safety and health at top-management level and how integrating those objectives into other business management objectives can help to minimise risk, reduce losses and make better use of time and resources
- Illustrate how to plan the direction for safety and health through developing and implementing a safety and health policy, and integrating it into business systems
- Explain the value of an adequately resourced and efficient safety and health management system, the value and benefits of training at all levels, and when to access competent advice

Assessment

To complete this course, learners must complete a personal commitment assignment and get it assessed by their tutor.

Certificate

The certificate is issued by IOSH on successful completion of the personal commitment assignment.

Contents

Module 1 – The moral, legal and financial case

- Cost of poor health and safety at work
- Benefits of good health and safety performance
- Key health and safety legislation
- Legal implications
- Corporate social responsibility
- Three essential principles
- Health and safety management systems

Module 2: PLAN – Planning for Health and Safety

- Determining your health and safety policy
- Planning to implement the policy
- Corporate governance
- Actions you can take

Module 3: DO – Implementing for health and safety

- Profiling your organisation's risks
- Risk factors and risk ranking
- Taking action
- Workplace risk assessment
- Organising
- Control
- Co-operation
- Communication
- Competence
- Actions you can take
- Implementing your plan
- Documentation that supports implementation
- Implementing risk control plans
- Actions you can take

Module 4: CHECK – Monitoring for health and safety

- Measuring performance
- Investigating accidents
- External changes
- Actions you can take

Module 5: ACT – Improving health and safety performance

- Reviewing performance
- Learning lessons
- The importance of leadership
- Actions you can take



IOSH Safety, health and environment for construction site managers



Scan for info
or [click here](#)



16-24 hours approximately



£195.00 +VAT

Aim

The aim of this course is to:

- Give managers and supervisors an understanding of everyone's safety, health and environmental responsibilities on a construction site.
- Enable managers and supervisors to recognise how they can influence, control and monitor risk to improve safety, health and environmental issues on a construction site

Learning outcomes

By the end of this course, learners will be able to:

- Describe the key reasons for managing safety, health and environmental impacts on a construction site
- Identify construction site hazards and risks, their impact and how to manage them
- Identify how law can have an impact on construction sites
- Describe the principles that underpin good safety, health and environmental performance on a construction site
- Describe how to assess, reduce and control safety, health and environmental risk on a construction site
- Describe how to manage a construction site to ensure employees understand their safety, health and environmental responsibilities, are engaged and share knowledge to influence behaviour
- Describe how to implement and monitor an effective traffic management system on a construction site
- Identify how to evaluate and respond to an incident on a construction site

Exercises

The course contains downloadable exercises that are designed to provide a deeper understanding of specific topics covered within the syllabus. These are for the learner's benefit and do not form part of the end of course assessment.

Assessment

To complete this course, learners must pass the IOSH Safety, Health and Environment for Construction Site Managers exam and project.

Exam

The exam is 100% online and is made up of multiple choice questions. Learners need to achieve at least 21 points from a possible 25 to pass. Learners can have two attempts at the exam. A Learner will have to resit the whole course if they do not achieve the required marks on the second attempt.

Mock Tests

The course includes two mock tests to help learners prepare for the exam.

Project

The project can be conducted at the workplace, or anywhere with which the learner is familiar. The project is completed online and must be emailed to the HSQE tutors for assessment. Draft copies of the project can be sent to the tutor before formal assessment.

The project template consists of three pages:

- Page 1 is for administrative details and allows you to describe the scope that your risk assessment applies to
- Page 2 is for your risk assessment, based on a format explained in the course
- Page 3 is guidance on how to complete your project. Students need to achieve at least 23 points from a possible 38 points to pass the project.

Tutor Support

You have access to our in-house team of IOSH approved tutors for the duration of your study.

Contents

Module 1 – Understanding the background

- Setting the scene
- Purpose of health and safety law and what it requires you to do
- How the law works
- Key health and safety responsibilities
- Policy and management systems
- CDM 2015

Module 2 – Preparing for work

- Engagement, communication and consultation
- Inductions
- Competence and training
- Toolbox talks
- Risk assessment
- Risk control
- Risk assessment and risk control in practice
- Method statements
- Permits
- Personal Protective Equipment (PPE)
- Respiratory Protective Equipment (RPE)
- Safety signs and symbols
- Emergency planning, drills and tests
- First aid
- Fire
- Local and global environmental aspects and impacts
- Protecting the environment
- Contractor selection and management

Module 3 – Setting up site

- Setting up a construction site
- Protecting the public
- Welfare
- Traffic management

Module 4 – Construction phase health and safety

- Lifting operations and equipment
- Excavations
- Confined spaces
- Electrical safety and overhead/ underground services
- Temporary works
- Lone working
- Slips, trips and falls
- Work at height - overview
- Work at height - roof work
- Working at height – access equipment
- Plant and work equipment
- Mental health
- Asbestos
- Lead
- Noise
- Vibration
- Manual handling
- Hazardous Substances
- Drugs and alcohol
- Housekeeping
- Bullying
- Radiation
- Monitoring
- Accidents
- Accident reporting, investigation and data review



IOSH Safety, health and environment for construction site workers



Scan for info
or [click here](#)



6-8 hours approximately



£95.00 +VAT

Aim

The aim of this course is to:

- Give learners an understanding of everyone's safety, health and environmental responsibilities on a construction site
- Enable learners to recognise how they can improve safety, health and environmental issues on a construction site
- Ensure that learners clearly understand their safety and health responsibilities

Learning outcomes

By the end of this course, learners will be able to:

- Identify the importance of working safely on a construction site
- Identify everyone's responsibilities in relation to safety, health and wellbeing on a construction site
- Identify how law can have an impact on construction sites
- Identify construction site hazards and risks, their impact and how to control them

Assessment

To complete this course, students must pass the IOSH Safety, Health and Environment for Construction Workers exam. The cost of the exam is already included in the cost of the course.

Exam

The exam is 100% online and is made up of multiple choice questions. Learners need to achieve at least 21 points from a possible 25 to pass. Learners can have two attempts at the exam. A Learner will have to resit the whole course if they do not achieve the required marks on the second attempt.

Certificate

The certificate is issued by IOSH on successful completion of the exam and hazard spotting exercise.

Contents

Module 1 – Setting the scene

- Setting the scene
- Local and global environmental aspects and impacts

Module 2 – Law and enforcement

- The basics of law and enforcement
- Key health and safety responsibilities
- CDM 2015

Module 3 – General site safety

- Risk assessment and risk control
- Risk assessment and risk control in practice
- Personal Protective Equipment (PPE)
- Respiratory Protective Equipment (RPE)
- Safety signs and symbols
- Welfare
- Traffic management
- Work equipment
- Emergency procedures and first aid
- Fire
- Accidents
- Summary of key responsibilities

Module 4 – High risk activities

- Lifting operations and equipment
- Excavations
- Confined spaces
- Electricity
- Slips, trips and falls
- Work at height – overview, roof work and access equipment
- Summary of key responsibilities

Module 5 – Health

- Mental health
- Asbestos
- Lead
- Vibration
- Noise
- Manual handling
- Hazardous Substances
- Drugs and alcohol
- Summary of key responsibilities



IOSH Working safely[®]



Scan for info
or [click here](#)



6-8 hours approximately



£60.00 +VAT

Aim

The aim of this course is to:

- Provide learners with an understanding of how their actions in the workplace contribute to safety and health
- Ensure that learners clearly understand their safety and health responsibilities

Learning outcomes

By the end of this course, learners will be able to:

- Identify why it is important to work safely
- Identify everyone's responsibilities in relation to safety, health and wellbeing in the workplace
- Define key terms in safety and health
- Identify workplace hazards and risks, their impact and how to control them
- Identify ways safety, health and wellbeing are managed and improved within the workplace

Assessment

To complete this course, learners must pass an exam and hazard spotting exercise.

Exam

The exam is 100% online and is made up of multiple choice questions. Learners need to achieve at least 20 points from a possible 33 to pass. Learners can have two attempts at the exam. A Learner will have to resit the whole course if they do not achieve the required marks on the second attempt.

Hazard Spotting Exercise

The hazard spotting exercise is conducted online. Students need to achieve at least 11 points from a possible 16 points to pass the exercise.

Certificate

Module 1 – Introducing working safely

- Why it is important to work safely
- Who is responsible for safety and health in the workplace
- An organisation's responsibilities for safety and health
- Who has responsibility for worker actions

Module 2 – Defining hazards and risk

- The six hazard groups
- Hazards that are not easy to identify
- What is meant by the terms hazard and risk
- What is meant by the term risk assessment
- What is meant by the terms likelihood and consequence
- Deciding on what actions to take to control risk
- What is meant by the term 'reasonably practicable'

Module 3 – Identifying common hazards

- Access and egress | Aggression and violence | Asbestos | Bullying | Chemicals and harmful substances | Computer workstations | Confined spaces | Drugs and alcohol | Electricity | Fire | Heights | Housekeeping | Lighting | Manual handling | Noise | Personal hygiene | Plant and machinery | Powered and hand tools | Slips and trips | Stress | Temperature | Vehicles and transport safety | Vibration | Welfare

Module 4 – Improving safety performance

- What an organisation can do to manage and improve safety and health in the workplace
- Worker responsibilities for improving safety and health in the workplace
- How attitude and behaviour can affect safety and health in the workplace
- What a safe system of work is
- What a 'permit to work' is
- How safety signs can play an important part in communicating safety and health information
- Using Personal Protective Equipment (PPE)
- The safety and health of other people who may come on site, including contractors, visitors and members of the public



Ladder safety awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks from ladders so that you understand more about your responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about ladders
- The key types of ladders, their components and their strengths
- The main laws governing ladders in the workplace
- Common causes of injuries
- What risk assessment is
- Using a ladder safely

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. Does the course cover a wide range of ladder types?

A. Yes. All the common types of ladders are included in this training course.

Q. Is this course the same as your working at height course?

A. No. There is inevitably some overlap, but this course expands on issues associated with ladders.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about ladders
- Aims and learning outcomes

Module 2 – Introduction

- Types and key components of ladders
- Ladder classifications
- Key legislation

Module 3 – Key hazards

- Common causes of injury

Module 4 – Assessing the risk

- What risk assessment is
- The stages of risk assessment

Module 5 – Using a ladder

- Pre-use checks
- Handling a ladder
- Setting up a ladder
- Behaviour on a ladder
- Storing a ladder
- Ladder maintenance



Legionella awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with legionella so that you can understand more about legal responsibilities and carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about legionella
- What legionella is
- The laws that relate to Legionella
- The key hazards associated with Legionella
- Where Legionella can be found
- The importance of risk assessment
- Controlling the risks from Legionella

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about legionella
- Course aims and learning outcomes

Module 2 – Introduction

- The history of Legionella
- Key legislation
- Key responsibilities of employers
- Key responsibilities of employees

Module 3 – Key hazards

- Source of Legionella
- Legionella and temperature
- Effects on health

Module 4 – Assessing the risk

- What risk assessment is
- The stages in a risk assessment
- The written scheme

Module 5 – Controlling Legionella

- Temperature control
- Stagnation control
- Material control
- Water spray control
- System cleanliness
- Water treatment
- Operation of the water system



Lone working awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with lone working so that you can understand more about legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about lone working
- What lone working is
- Key legislation that relates to lone working
- The main responsibilities of employers and employees when it comes to lone working
- The key dangers associated with lone working
- Assessing the risk to lone workers
- Safe working practices

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. Is this course applicable to both lone workers and those that manage them?

A. Yes.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about lone working
- The course aims and learning outcomes

Module 2 – Introduction

- What is lone working?
- Key legislation that relates to lone working
- Key responsibilities of employers
- Key responsibilities of employees

Module 3 – How lone workers may be at risk

- The key dangers that lone workers face
- Aggression and violence

Module 4 – Assessing the risk

- What risk assessment is
- The stages in a risk assessment

Module 5 – Safe working arrangements

- Assessing the risk to lone workers
- Implementing a lone worker policy
- Planning work to minimise risk
- Training and competence
- Protecting individuals that work alone
- Communicating and supervising
- Travelling or working at remote locations
- Avoiding confrontation with an aggressor
- Having emergency arrangements
- Reporting and investigating incidents



Manual handling awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks from manual handling so that you understand more about your responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about manual handling
- What manual handling is
- The main laws governing manual handling in the workplace
- The key hazards and risks associated with manual handling
- The main ways to avoid or reduce the risks that manual handling presents
- Good manual handling techniques

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. Is this all I need to train my staff in manual handling?

A. Awareness training, such as this course, helps to identify and reduce the main risks associated with manual handling. But it is likely that learners will require additional context-specific information, instruction, training or supervision given the unique nature of the organisation, their role within it, the tasks they perform and the environment in which they operate.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about lone working
- Why you need to know about manual handling
- Aims and learning outcomes

Module 2 – Introduction

- What manual handling is
- Key legislation
- The Manual Handling Operations Regulations

Module 3 - Injuries associated with manual handling

- The main types of injuries associated with manual handling
- Upper limb disorders (ULDs)
- Lower limb disorders (LLDs)
- Back injuries
- Hernias

Module 4 - Avoid or assess the manual handling activities

- Avoiding the manual handling activity
- Assessing the manual handling activity

Module 5 – Good handling technique

- Good handling technique
- Planning before handling
- Performing a basic two-handed symmetrical lift
- Performing a basic two-person symmetrical lift
- Pushing and pulling



Mental health awareness



Scan for info
or [click here](#)



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of mental health and its importance in the workplace, so that you understand more about your responsibilities, how to support others and how to manage your own mental health.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about mental health
- What mental health is
- The common types of mental health problems
- Ways in which you can manage your own mental health

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. I am a manager responsible for staff, do I need to do this course and the mental health awareness for managers course?

A. No. The mental health awareness for managers course covers all the material that is in this course, plus additional information relevant to managers.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about mental health
- Mental health stigma
- The course aims and learning outcomes

Module 2 – Introduction

- What mental health is
- The Equality Act 2010

Module 3 – Common types of mental health problems

- Anxiety
- Post Traumatic Stress Disorder (PTSD)
- Panic attacks
- Depression
- Phobias
- Obsessive Compulsive Disorder (OCD)
- Eating disorders
- Bipolar disorder
- Schizophrenia
- Loneliness
- Stress

Module 4 – Managing your mental health

- Wellbeing
- Setting yourself goals
- Building positive relationships
- Looking after your physical health
- Taking time for yourself
- Taking a break
- Asking for help
- Helping others



Mental health awareness for managers



Scan for info
or [click here](#)



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of mental health and its importance in the workplace, so that you understand more about your legal responsibilities, how to manage your own mental health and the mental health of others.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about mental health
- What mental health is
- Key legislation that deals with mental health
- The common types of mental health problems
- Ways in which they can manage your own mental health
- The ways in which they can support others with their mental health

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about mental health
- Mental health stigma
- The course aims and learning outcomes

Module 2 – Introduction

- What mental health is
- Key legislation
- The Equality Act 2010

Module 3 – Common types of mental health problems

- Anxiety
- Post Traumatic Stress Disorder (PTSD)
- Panic attacks
- Depression
- Phobias
- Obsessive Compulsive Disorder (OCD)
- Eating disorders
- Bipolar disorder
- Schizophrenia
- Loneliness
- Stress

Module 4 – Mental health and the individual

- Wellbeing
- Setting yourself goals
- Building positive relationships
- Looking after your physical health
- Taking time for yourself
- Taking a break
- Asking for help

Module 5 – Mental health and the manager

- Risk assessment
- Promoting wellbeing
- Conversations with employees
- Supporting someone with a mental health problem
- Managing sickness absence



Method statement awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide awareness of method statements so you can understand more about your responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about method statements
- What method statements are
- The relationship between method statements and risk assessments
- How to develop a method statement
- Typical contents of a method statement
- Using and maintaining a method statement

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about method statements
- Aims and learning outcomes

Module 2 – Introduction

- What risk assessments and method statements are

Module 3 – Developing method statements

- Developing method statements, including:
 - Collecting information
 - Conducting the risk assessment
 - Producing the method statement
 - Agreeing the method statement

Module 4 – Method statement contents

- Method statement contents, including:
 - Scope and validity
 - Emergency arrangements
 - Key hazards and control measures
 - Permits
 - Description of the method / sequence of work
 - Details of the workforce involved
 - Details of personal protective equipment
 - Details of tools, plant and work equipment
 - Hazardous materials
 - Other relevant information
 - Briefing record

Module 5 – Using and maintaining a method statement

- Using and maintaining a method statement

The course also includes a template for producing a method statement, which you can download and use.

Modern slavery awareness



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of modern slavery and give you the knowledge needed to spot the signs and to know what to do if you have any modern slavery concerns.

Learning outcomes

By the end of this course, learners will be aware of:

- What modern slavery is
- The key legislation associated with modern slavery and your responsibilities
- The main types of modern slavery
- The perpetrators and victims of modern slavery
- How people become victims of modern slavery
- The key indicators of modern slavery
- How to report your concerns
- What happens when a report has been made

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about modern slavery
- Aims and learning outcomes

Module 2 – Introduction

- What modern slavery is
- Key legislation
- Employers responsibilities
- Employees responsibilities

Module 3 - The common types of modern slavery

- Labour exploitation
- Sexual exploitation
- Criminal exploitation
- Domestic servitude
- Organ harvesting
- Human trafficking
- People smuggling

Module 4 - Identifying modern slavery

- The perpetrators of modern slavery
- The victims of modern slavery
- How people become victims of modern slavery
- Indicators of modern slavery
- Common modern slavery misconceptions

Module 5 - Responding to modern slavery

- Reporting your concerns
- First responders
- The National Referral Mechanism
- The victims' reaction
- Duty to Notify
- What happens next

Module 6 - Modern slavery statements

- What a modern slavery statement is
- The contents of a modern slavery statement



Moving and handling people awareness



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks that the moving and handling of people presents so that you understand more about your responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about the moving and handling of people
- The key types of injuries that can result from moving and handling of people
- The key laws that apply to moving and handling people
- The role of risk assessment
- Using equipment safely
- Good practice when moving and handling people

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about manual handling
- Aims and learning outcomes

Module 2 – Introduction

- What manual handling is
- Key legislation
- Employers responsibilities
- Employees responsibilities

Module 3 – Injuries associated with manual handling

- The musculoskeletal system
- Upper Limb Disorders (ULDs)
- Lower Limb Disorders (LLDs)
- Back injuries
- Hernias
- Other injuries

Module 4 – Risk assessment

- What a risk assessment is
- Generic and individual risk assessments
- The risk assessment process

Module 5 – Safe use of equipment when moving and handling

- Key legislation
- Hoists
- Slings
- Electric Profiling Beds (EPBs)
- Wheelchairs
- Walking aids
- Low-friction sliding aids

Module 6 – Good practice when moving and handling

- Before moving a person
- Principles and techniques



Noise awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
RSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with noise so that you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about noise
- What noise is
- The laws that relate to noise
- The health risks associated with noise
- Sources of noise
- The importance of risk assessment
- Ways to eliminate or to control noise

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about noise
- Aims and learning outcomes

Module 2 – Introduction

- What noise is
- Key legislation
- Key responsibilities of employees
- Key responsibilities of employers
- Noise assessment

Module 3 – Sources of noise

- Sources of noise

Module 4 – Health effects associated with noise

- Health effects associated with noise

Module 5 – Assessing the risk

- What a risk assessment is
- The stages in a risk assessment

Module 6 – Eliminating or controlling the risk from noise

- Eliminating the source of noise
- Quieter equipment or processes
- Reducing noise at the source
- Workplace design
- Administrative processes



Risk assessment awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
RSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to help those with responsibility for carrying out risk assessments to understand the risk assessment process, the key legal requirements, how to assess and avoid or manage hazards through the adoption of suitable precautions.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about risk assessment
- What a risk assessment is
- Important definitions that relate to assessing risk
- The key legal requirements
- The risk assessment process
- Qualitative and quantitative risk assessment techniques
- Deciding on precautions

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about risk assessment
- Aims and learning outcomes

Module 2 – Introduction

- What a risk assessment is
- What a risk assessment enables you to do

Module 3 – Important definitions

- Important definitions

Module 4 – Key legal requirements

- Key legal requirements
- Other applicable legislation

Module 5 – The risk assessment process

- The stages in a risk assessment

Module 6 – Qualitative and quantitative risk assessment techniques

- Types of risk assessment
- Qualitative risk assessment
- Quantitative risk assessment

Module 7 – Deciding on precautions

- Principles of prevention
- Deciding on precautions



Safeguarding adults level 1



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide awareness of safeguarding adults so you can understand more about your legal responsibilities and how to protect adults from harm.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about safeguarding adults
- The term safeguarding and its meaning
- The key legislation surrounding safeguarding and their legal responsibilities
- How to identify signs of abuse
- How to determine capacity
- How to respond to any concerns that they may have about a adult
- How to act if information is disclosed to them by a adult
- How to record their concerns
- How to report their concerns

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about safeguarding adults
- Course aims and learning outcomes

Module 2 – Introduction

- The Care Act 2014
- Other key legislation that relates to safeguarding adults

Module 3 – Identifying the signs of abuse

- What abuse is
- Who carries out abuse
- The categories of abuse and their indicators
- Risk factors for abuse

Module 4 – Capacity to make decisions

- Determining capacity
- Unwise decisions
- Making decisions
- The Deprivation of Liberty Safeguards 2009

Module 5 – Responding to a disclosure

- How a concern may come to your attention
- Why individuals do not make disclosures
- How to respond to a disclosure
- What not to do

Module 6 – Reporting and recording your concerns

- Why people do not report their concerns
- Whistleblowing
- How to report your concerns
- When to report your concerns
- What needs to be reported
- What to do if you are not believed
- Recording your concerns
- What to record



Safeguarding adults (advanced) level 2



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service



120 minutes approximately



£7.50 to £20.00 +VAT

Aim

The aim of this course is to provide awareness of safeguarding adults so you can understand more about your legal responsibilities, the role of social care, the importance of safer recruitment and how to protect adults from harm.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about safeguarding adults
- The term safeguarding and its meaning
- The key legislation surrounding safeguarding and their legal responsibilities
- How to identify signs of abuse and the risk factors involved
- How to determine capacity
- How to respond to any concerns that they may have about an adult
- How to act if information is disclosed to them by an adult
- Safer recruitment procedures
- How to record their concerns
- How to report their concerns
- Referrals and social cares decision

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about safeguarding adults
- Course aims and learning outcomes

Module 2 – Introduction

- The Care Act 2014
- Other key legislation

Module 3 – Identifying the signs of abuse

- What abuse is and who carries it out
- The categories of abuse and their indicators
- Risk factors for abuse

Module 4 – Capacity to make decisions

- Determining capacity
- Unwise decisions
- Making decisions
- The Deprivation of Liberty Safeguards 2009

Module 5 – Responding to a disclosure

- How a concern may come to your attention
- Why individuals do not make disclosures
- How to respond to a disclosure
- What not to do

Module 6 – Safer recruitment

- What a DBS check is
- Types of DBS checks
- Obtaining a DBS check

Module 7 – Reporting and recording your concerns

- Why people do not report their concerns
- Whistleblowing
- How and when to report your concerns
- What needs to be reported
- What to do if you are not believed
- Recording your concerns
- What to record

Module 8 – Referrals and social cares decision

- The referral process
- Adult social cares decision
- Strategy discussions
- The case conference
- Protection plans



Safeguarding children level 1



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide awareness of safeguarding children so you can understand more about your legal responsibilities and how to protect children from harm.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about safeguarding children
- The term safeguarding and its meaning
- The key legislation surrounding safeguarding and their key legal responsibilities under that legislation
- How to identify signs of abuse
- How to respond to any concerns that they may have about a child
- How to act if information is disclosed to them by a child
- How to report their concerns and the importance of this
- How to record their concerns

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about safeguarding children
- Course aims and learning outcomes

Module 2 – Introduction

- What safeguarding children is
- Key legislation that relates to the safeguarding of children
- Your responsibilities

Module 3 – Identifying the signs of abuse

- What child abuse is
- The main categories of abuse and their indicators
- Other categories of abuse
- Vulnerable children

Module 4 – Disclosures from children

- How a concern may come to your attention
- Why children do not make disclosures
- How to respond to a disclosure
- What not to do

Module 5 – Reporting and recording your concerns

- Why people do not report their concerns
- How to report your concerns
- What needs to be reported
- What to do if you are not believed
- Recording your concerns
- When to record your concerns
- What to record
- What happens next



Safeguarding children (advanced) level 2



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service



120 minutes approximately



£7.50 to £20.00 +VAT

Aim

The aim of this course is to provide awareness of safeguarding children so you can understand more about your legal responsibilities, the role of social care and how to protect children from harm.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about safeguarding children
- The term safeguarding and its meaning
- The key legislation surrounding safeguarding and their legal responsibilities
- How to identify signs of abuse and who could be at most risk
- How to respond to any concerns that you have about a child
- How to act if information is disclosed to them by a child
- How to report their concerns and the importance of this
- Social care's role in the safeguarding process
- How to record their concerns

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about safeguarding children
- Course aims and learning outcomes

Module 2 – Introduction

- What safeguarding children is
- Key legislation that relates to the safeguarding of children
- Your responsibilities

Module 3 – Identifying the signs of abuse

- What child abuse is
- The categories of abuse and their indicators
- Children at high risk

Module 4 – Disclosures from children

- How a concern may come to your attention
- Why children do not make disclosures
- How to respond to a disclosure
- What not to do

Module 5 – Reporting and recording your concerns

- Why people do not report their concerns
- How to report your concerns
- What needs to be reported
- What to do if you are not believed
- Recording your concerns
- When to record your concerns
- What to record
- What happens next

Module 6 – The referral process

- Who to refer a case to
- How a referral is made

Module 7 – The decision by social care

- The response of social care
- What to do if social care decide not to take any action
- The safeguarding structure



Safer recruitment awareness



Scan for info
or [click here](#)



**CPD
CERTIFIED**
The CPD Certification
Service



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide you with an awareness of safer recruitment so you can understand more about your legal responsibilities and how you can protect children.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about safer recruitment
- The laws that relate to safer recruitment
- How to prepare before recruitment
- How to assess applications from candidates
- The best way to interview candidates
- How to check successful candidates
- How to maintain vigilance in their organisation

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about safer recruitment
- Aims and learning outcomes

Module 2 – Introduction

- What safer recruitment is
- Key legislation
- Recruiter responsibilities

Module 3 – Preparation before recruitment

- Planning the process
- Defining the role
- Application information pack
- Job advertisement

Module 4 – Assessing applications from candidates

- Checking applications
- Following up references

Module 5 – Interviewing candidates

- Preparing for interviews
- Effective interviewing
- Causes for concern

Module 6 – Checking successful candidates

- Suitability checks
- Disclosure
- Passing on concerns

Module 7 – Maintaining vigilance

- Induction process
- Creating a safer culture



Sharps safety awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide you with an awareness of needles and sharps so you can understand more about your legal responsibilities and how to protect yourself and others.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about needles and sharps
- What needles and sharps are
- The laws that relate to needles and sharps
- Who is at risk of injury
- The potential health effects of sharps injuries
- The stages of a risk assessment
- What to do in the event of a sharps injury
- How to report sharps injuries
- Safer sharps
- How to dispose of sharps safely

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about needles and sharps
- Aims and learning outcomes

Module 2 – Introduction

- What are needles and sharps?
- What is a sharps injury?
- The Health and Safety (Sharps Instruments in Healthcare) Regulations
- Other relevant legislation

Module 3 – Risks associated with needles and sharps

- Who is at risk?
- When do injuries occur?
- Potential health effects
- Blood-borne viruses (BBVS)
- Risk of infection

Module 4 – Assessing the risk

- What is a risk assessment?
- The stages of a risk assessment

Module 5 – Responding to a sharps injury

- What to do in the event of a sharps injury
- Reporting sharps injuries
- Follow-up treatment
- Recording and investigating the incident

Module 6 – The safe use of sharps and needles

- Safer sharps
- Information and training
- Personal Protective Equipment

Module 7 – The safe disposal of sharps

- Assembling sharps bins
- Locating sharps bins
- Sharps waste segregation
- Disposing of sharps
- Disposing of sharps bins



Silica dust awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks from silica so you understand more about your responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about silica dust
- What silica dust is
- Where silica dust can be found
- Key legislation that applies to silica
- Who is at risk
- The effects silica can have on you
- How to avoid or control exposure to silica dust

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about silica dust
- Aims and learning outcomes

Module 2 – Introduction

- What silica dust is
- Activities that can produce silica dust
- Key legislation
- Key responsibilities of employers
- Key responsibilities of employees

Module 3 – The effects of silica dust

- The effects of silica dust

Module 4 – Controlling silica dust

- Causes of high silica dust levels
- Controlling the risk
- High risk tasks



Slips and trips awareness



Scan for info
or [click here](#)



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with slips and trips so that you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about slips and trips
- What slips and trips are
- The key legislation regarding slips and trips
- The responsibilities of employers and employees regarding slips and trips
- What can cause slips and trips
- How to prevent slips and trips

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. What is the difference between this and the slips, trips and falls awareness course?

A. There is overlap between this and the slips, trips and falls awareness course. But the slips, trips and falls awareness course also includes falls, specifically, falls from height, falls to the same level and some key principles to observe when working on ladders.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about slips and trips
- Aims and learning outcomes

Module 2 – Introduction

- Key terms
- Key legislation
- Key responsibilities of employers
- Key responsibilities of employees

Module 3 – Causes of slips and trips

- Causes of slips
- Causes of trips

Module 4 – Assessing the risk

- What risk assessment is
- The stages of risk assessment

Module 5 – Preventing slips and trips

- Management systems
- Contamination control
- Obstacle removal
- Designing out hazards



Slips, trips and falls awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks associated with slips, trips and falls so that you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about slips, trips and falls
- What slips, trips and falls are
- The key legislation regarding slips, trips and falls
- The responsibilities of employers and employees regarding slips, trips and falls
- What can cause slips, trips and falls
- How to assess the risk of slips, trips and falls
- How to prevent slips, trips and falls

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. What is the difference between this and the working at height course?

A. There is some overlap between this and the working at height course. The working at height course contains less detail about slips and trips, but more detail regarding working at height hazards and common forms of access equipment.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about slips, trips and falls
- Aims and learning outcomes

Module 2 – Introduction

- Key terms
- Key legislation
- Key responsibilities of employers
- Key responsibilities of employees

Module 3 – Causes of slips and trips

- Causes of slips
- Causes of trips
- Causes of falls

Module 4 – Assessing the risk

- What risk assessment is
- The stages of risk assessment

Module 5 – Preventing slips and trips

- Management systems
- Contamination control
- Obstacle removal
- Designing out hazards

Module 6 – Preventing falls

- Preventing same level falls
- Preventing falls from height
- Safe ladder use



Stress awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of stress and its importance in the workplace, so you can understand more about how to manage your own levels of stress and the stress levels of others.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about stress
- The importance of managing stress
- What stress is
- The common causes of stress
- Ways in which you can reduce your own stress levels
- How to reduce stress in the workplace

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. What is the difference between this and your stress awareness for managers course?

A. This course is intended for anyone that needs awareness of stress. Our stress awareness for managers course is intended for managers and supervisors that also require knowledge of why managing stress in the workplace is important and risk assessment.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about stress
- Course aims and learning outcomes

Module 2 – Introduction

- What stress is
- The effects of stress
- Key legislation

Module 3 – The causes of stress

- Work-related factors
- Non work-related factors

Module 4 – Reducing stress

- Setting yourself goals
- Building positive relationships
- Looking after your physical health
- Taking time for yourself
- Taking a break
- Relieving stress

Module 5 – Reducing stress in the workplace

- Primary intervention
- Secondary intervention
- Tertiary intervention



Stress awareness for managers



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of stress and its importance in the workplace, so you can understand more about your legal responsibilities, how to manage your own levels of stress and the stress levels of others.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about stress
- The importance of managing stress in the workplace
- What stress is
- The common causes of stress
- Ways in which you can reduce your own stress levels
- How to reduce stress in the workplace

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. What is the difference between this and your stress awareness course?

A. This course is intended for managers and supervisors and so it includes the same material as the stress awareness course. But it also includes sections on why managing stress in the workplace is important and risk assessment.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about stress
- Why managing stress in the workplace is important
- Course aims and learning outcomes

Module 2 – Introduction

- What stress is
- The effects of stress
- Key legislation

Module 3 – The causes of stress

- Work-related factors
- Non work-related factors

Module 4 – Risk assessment

- Identify the risk factors
- Who can be harmed and how
- Evaluate the risk
- Record your findings
- Monitor and review

Module 5 – Reducing stress in the individual

- Setting yourself goals
- Building positive relationships
- Looking after your physical health
- Taking time for yourself
- Taking a break
- Relieving stress

Module 6 – Reducing stress in the workplace

- Primary intervention
- Secondary intervention
- Tertiary intervention



Vibration awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide awareness of vibration so you can understand more about your responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about vibration
- What vibration is
- The key legislation applying to vibration
- Assessing exposure to vibration
- The risks associated with hand-arm vibration and ways of managing those risks
- The risks associated with whole-body vibration and ways of managing those risks

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about vibration
- Course aims and learning outcomes

Module 2 – Introduction

- What vibration is
- Key legislation
- Key responsibilities of employers
- Key responsibilities of employees

Module 3 – Assessing vibration exposure

- Assessing vibration exposure, including:
 - What a risk assessment will need to consider
 - Exposure action values (EAVs)
 - Exposure limit values (ELVs)

Module 4 – Hand-arm vibration

- Hand-arm vibration
- Harm-Arm Vibration Syndrome
- Control measures
- Health Surveillance

Module 5 – Whole-body vibration

- Whole-body vibration
- Control measures



Work equipment awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
ROSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to provide awareness of work equipment so you can understand more about your legal responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about work equipment
- Their main responsibilities under UK legislation relating to work equipment
- The key dangers associated with work equipment and the importance of applying appropriate control measures and emergency arrangements
- How to conduct a risk assessment of work involving work equipment

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

FAQs

Q. Is this all I need to know about work equipment?

A. This course covers the common hazards associated with work equipment and the common control measures that should be put in place to manage the risk they present. It is likely that you will need additional information, instruction training or supervision depending on the specific equipment that you use.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about work equipment
- Aims and learning outcomes

Module 2 – Introduction

- What work equipment is
- Key legislation that relates to the use of work equipment
- Other applicable legislation
- Key responsibilities of employers
- Key responsibilities of employees

Module 3 – Key hazards

- When hazards can occur
- Mechanical hazards
- Non-mechanical hazards

Module 4 – Controlling the risk

- Eliminating hazards as a first priority
- Using the right equipment for the job
- Making sure the equipment is safe
- Guarding dangerous parts
- Selecting the right controls
- Inspecting and maintaining the equipment
- Information, instruction and training

Module 5 – Assessing the risk

- What risk assessment is
- The stages in a risk assessment



Working at height awareness



Scan for info
or [click here](#)



CPD
CERTIFIED
The CPD Certification
Service

Assured 2021/23
RSPA
Qualifications



90 minutes approximately



£6.50 to £15.00 +VAT

Aim

The aim of this course is to raise awareness of the risks from working at height so that you understand more about your responsibilities and how to carry out your job role safely.

Learning outcomes

By the end of this course, learners will be aware of:

- Why they need to know about working at height
- The main laws governing work at height
- The key hazards and risks associated with work at height
- The main ways to eliminate and reduce the risks while working at height
- The main considerations when using access equipment

Assessment

The assessment consists of multiple-choice questions. Learners must achieve at least 70% in the final assessment to register a pass and be issued a certificate. The assessment can be retaken multiple times if a pass is not achieved.

Certificate

The certificate can be downloaded by the learner and training coordinator as soon as the end of course assessment is passed.

Contents

Module 1 – Aims and learning outcomes

- Why you need to know about working at height
- Aims and learning outcomes

Module 2 – Introduction

- What working at height is
- Key legislation
- Key responsibilities of employers
- Key responsibilities of employees
- Risk assessment

Module 3 – The key hazards

- Roofs
- Deterioration of materials
- Unprotected edges
- Access equipment
- Weather
- Falling materials
- Hazard spotting

Module 4 – Risk control

- The hierarchy of control measures

Module 5 – Access equipment

- Inspection of access equipment
- Ladders
- Stepladders
- Trestles
- Fixed scaffolds
- Mobile tower scaffolds
- Mobile elevating work platforms (MEWPs)

