

DEVON HEALTH & SAFETY SERVICE TRAINING COURSES

1 SEPTEMBER 2018 – 31 DECEMBER 2019




Course Title	Time	Dates	Who should attend	Aims / Content Overview
Asbestos Awareness * <i>HSTA</i>	9.30 – 12.30	05/06/2019	Individuals who manage asbestos	To provide a practical outline of the duties, actions and responsibilities in regard to managing asbestos in buildings and how to ensure building users remain protected. Mandatory Devon County Council course with a mandatory refresher period: <u>3 years</u>
		18/09/2019		
		27/11/2019		
Legionella Awareness * <i>HSTL</i>	1 – 4	05/06/2019	Individuals who manage legionella risk	To provide a practical outline of the duties, actions and responsibilities in regard to managing legionella in domestic hot and cold-water services and to provide the skills to ensure building users remain protected. Mandatory Devon County Council course with a mandatory refresher period: <u>3 years</u>
		18/09/2019		
		27/11/2019		
Control of Contractors and CDM <i>HSTCDM</i>	9.30 – 12.30	18/09/2018	Individuals who arrange, supervise or carry out building maintenance or construction, or who act as Client. Whilst the course will reference other duty holders (Principal Designer, Designers, Principal Contractor and Contractor) you should contact the Devon Health and Safety Service if you require more detailed knowledge about these roles.	To provide a practical outline of the Client duties, & responsibilities for managing all maintenance and construction projects as well as a general overview of the CDM Regulations. Mandatory Devon County Council course with a mandatory refresher period: <u>3 years</u>
		31/01/2019		
		12/06/2019		
		17/09/2019		
Fire Risk Assessment <i>HSTFSRA</i>	One Day 9.30 – 4.00	04/10/2018	Individuals who undertake Fire Risk Assessments & persons or their deputies with responsibility for buildings including the 'Responsible Person'.	To provide delegates with a degree of knowledge and skills to carry out a suitable and sufficient fire risk assessment using the DCC Fire Risk Assessment template. Mandatory Devon County Council course with a mandatory refresher period: <u>3 years</u>
		08/01/2019		
		06/03/2019		
		13/06/2019		
		03/10/2019		

Fire Warden HSTFW	9.30 – 12.30	18/10/2018	Nominated personnel acting as fire wardens	To give delegates a wider knowledge of the role of a Fire Warden and their responsibilities in the workplace.
		23/01/2019		
		19/06/2019		
		17/10/2019		
Health & Safety Awareness HSTHSA	90 minutes	To provide attendees with an enhanced knowledge of their H&S duties & responsibilities, to support safe working and the management of H&S within their designated roles.		
Health & Safety for Caretakers & Cleaning Staff HSTC&CS	One Day 9.30 – 4.00	14/11/2018	Caretakers, cleaners and other staff within the facilities management function of establishments	To give delegates a foundation level knowledge of the principal risks found within caretaking and cleaning work along with the control measures used to manage these risks. Mandatory Devon County Council course with a mandatory refresher period: <u>5 years</u>
		09/05/2019		
		13/11/2019		
IOSH Managing Safely HSTIOSHMS	4 full Days 9.30 – 5.00	15, 16, 22, 23, May 2019	The course is aimed at staff who have responsibility for others within their organisation /externally e.g. Health & Safety Co-ordinators, Managers, Unit or Practice Managers	This 4-day IOSH-approved course aims to provide candidates with the knowledge and skills to work safely themselves, to examine the issues, and apply the techniques and processes involved in managing health and safety effectively, to also consider organisational implications and determine how to contribute to improved health and safety standards and performance within the organisation.
		30, 31 October, 6, 7 November 2019		
IOSH Managing Safely Refresher HSTIOSHRE	One Day 9.30 – 5.00	01/05/2019	The course is aimed at staff who have responsibility for others within their organisation /externally e.g. Health & Safety Co-ordinators, Managers, Unit or Practice Managers <i>who have previously attended the IOSH Managing Safely course</i>	This 1 day IOSH-approved course aims to refresh delegates' knowledge and skills obtained via the IOSH Managing Safely course. It also updates delegates' knowledge regarding legislative and organisational changes.
		16/10/2019		
IOSH Working Safely HSTIOSHWS	One Day 9.30 – 5.00	05/12/2018	Employees from any service without managerial or supervisory responsibilities	To provide a first level qualification in health and safety that's designed to improve the safety culture within the organisation. It focuses on how individual actions contribute to health and safety in the workplace and provides an understanding of an individual's responsibility.
		08/05/2019		
		04/12/2019		

COSHH – Managing Chemicals Safety HSTCOSHH	9.30 – 12.30	16/10/2018	Staff and managers who purchase, store, use or dispose of hazardous substances in the course of their work or are required to carry out a COSHH risk assessment	To provide the knowledge to risk assess the selection, use, storage and disposal of hazardous substances.
		03/04/2019		
		15/10/2019		
Managing Safety in Schools HSTMSIS	9.30 – 12.30	13/11/2018	Headteachers, managers, H&S coordinators in schools and other similar child care settings (e.g. Children Centres, PRU's, etc.)	To provide delegates with an understanding of management arrangements for health & safety in schools.
		02/04/2019		
		12/11/2019		
Moving and Handling Awareness HSTMHA	9.30 – 12.30	26/09/2018	All staff who undertake the moving and handling of objects, materials and equipment in the course of their work. This course is not suitable for the moving and handling of adults or children.	To introduce staff to the basic manual handling techniques and the organisational arrangements and responsibilities that are required by law.
		07/03/2019		
		25/09/2019		
Personal Safety HSTPS	9.30 – 12.30	10/10/2018	Ideal for anyone who may have to face the threat of verbal or physical danger whilst at work when dealing with service users or members of the public	To introduce staff to the wider knowledge of working with others whose behaviours may be challenging when at work
		30/04/2019		
		09/10/2019		
Inspecting and Testing Portable Electrical Appliances HSTPAT	One Day 9.30 – 4.00	03/10/2018	Caretakers, facilities management staff, technicians	This 1 day training course provides delegates with the knowledge and skills required to undertake electrical inspection and testing of portable electrical appliances.
		30/01/2019		
		03/07/2019		
		01/10/2019		
Risk Assessment HSTRA	9.30 – 12.30	02/10/2018	All staff who may be expected to undertake risk assessments in the workplace	To give delegates the knowledge to enable them to undertake basic risk assessments with particular reference to generic risk assessments.
		20/03/2019		
		02/10/2019		

Senior Managers' Premises Overview <i>HSTPM</i>	One Day 9.30 – 4.00	22/11/2018	Senior Managers (excluding Headteachers)	To provide an overview of building and site responsibilities, including managing & controlling contractors, asbestos, legionella and fire, etc. Mandatory Devon County Council course with a mandatory refresher period: <u>5 years</u>
		20/06/2019		
		21/11/2019		
Senior Managers' Premises Overview (Schools) <i>HSTPMS</i>	One Day 9.30 – 4.00	15/11/2018	Headteachers and other school leaders	To provide an overview of building and site responsibilities, including managing & controlling contractors, asbestos, legionella and fire, etc. Mandatory Devon County Council course with a mandatory refresher period: <u>5 years</u>
		22/01/2019		
		25/04/2019		
		14/11/2019		
Stress Management – Managing Your Responsibilities <i>HSTSM</i>	9.30 – 12.30	29/11/2018	All line-managers and others with responsibility for the prevention and reduction of work-related stress.	Aimed at increasing line-managers' knowledge and skills in the recognition, prevention and reduction of work-related stress.
		02/05/2019		
		28/11/2019		
Tree Safety Management on Sites / Tree Safety Management on Highways	eLearning course – please visit the DEL Digital Learning site	Staff who manage sites with trees, on or within falling distance of the site.	Policies and responsibilities around Tree Safety Management Mandatory Devon County Council course with a mandatory refresher period: <u>5 years</u>	
Working at Height / Ladder Awareness <i>HSTWAH</i>	One Day 9.30 - 5.00	11/10/2018	Staff and managers involved in work at height activities, including the use of ladders/towers and step ladders	The aim of this course is to provide delegates with a knowledge and understanding of the risks associated with working at height and of appropriate ways to manage these risks. Also to understand the legal requirements for such activities.
		17/01/2019		
		24/04/2019		
		10/10/2019		

* Course participants who also attend the related training on the same day and the same venue will be provided with lunch

Location of Training	All training (apart from bespoke in-house training) will take place at <u>Great Moor House</u> , Exeter
Who can attend	Course places are open to all Governmental, Educational, not for profit and voluntary organisations.
Training Costs	<p>General Health and Safety Courses: £52.75 for half day courses and £104 for full day courses</p> <p>IOSH-approved Health and Safety Courses (includes assessment and certification)</p> <p>IOSH Working Safely: £141.25</p> <p>IOSH Managing Safely Refresher (1 day): £141.25</p> <p>IOSH Managing Safely 4-day Course: £395.25</p>
How to book a place	To log on or to register as a new user, click on link <u>DEL Digital Learning</u> or to manually access enter - http://devon.learningpool.com/ Please note all places are booked online.
For further information or to book a bespoke course	<p>In addition to the published training programme, the Devon Health & Safety Service can deliver bespoke in-house training covering all H&S topics at your premises; please contact the Service for information on courses or to book a bespoke course. Please contact us:</p> <p>Devon Health & Safety Service Great Moor House, Bittern Road, Sowton, Exeter, EX2 7NL Tel: 01392 382027 Fax: 01392 381857 email: healthandsafety@devon.gov.uk</p> 

Governor Health and Safety Courses are delivered by the Devon Health & Safety Service and are available via the Babcock/LDP Governor Support – Governor Services <http://www.babcock-education.co.uk/ldp/>