

## MANAGING HEALTH & SAFETY COURSE OUTLINE: 1/2 DAY

**This course is for all people managers**

OBJECTIVES	
<p>This course has been designed to assist those responsible for any form of resource within an organisation to understand and fulfil their health and safety responsibilities effectively. The remit of the manager's responsibility to provide a safe working environment includes people and the safe operation and use of machinery, chemicals or equipment.</p>	
CONTENT	
<p><b>SESSION 1:</b> Introduction</p> <ul style="list-style-type: none"> <li>▪ Introductions</li> <li>▪ Course objectives</li> <li>▪ Overview: The role of the manager in health &amp; safety</li> </ul>	<p><b>SESSION 4:</b> Assessing and controlling risks at work</p>
<p><b>SESSION 2:</b> The true cost of accidents at work</p>	<p><b>SESSION 5:</b> Measuring performance: Getting the workforce 'on side'</p>
<p><b>SESSION 3:</b> Understanding basic health and safety law and its impact on the manager</p>	<p><b>SESSION 6:</b> Dealing with legislative issues specific to course participants, eg:</p> <ul style="list-style-type: none"> <li>▪ COSHH</li> <li>▪ PPE</li> <li>▪ VDU safety</li> <li>▪ Manual Handling</li> <li>▪ Fire</li> </ul>

**TO BOOK A PLACE ON THIS COURSE OR FOR FURTHER INFORMATION, PLEASE CALL THE HJS PEOPLE TEAM ON 02380 234222.**