

Core Day Syllabus

Course aim

To provide basic information and areas of responsibility for health, safety and environment.

To understand the implications of hazard recognition/risk assessment and effects on individuals and the employer.

To demonstrate how individual behavior can help reduce accidents.

Learning outcomes

On completion of the course delegates will have the knowledge to:

- Demonstrate their understanding of the subjects by successfully completing each module assessment paper
- Appreciate how they personally can influence good standards within health safety & environment.
- Understand the value of risk assessment and have the knowledge to recognise when change to a generic assessment is required
- Understand the common hazards associated with working in this sector

MODULE 1 – Organising For Safety

Learning outcomes for Module 1

On completion of Module1 candidates will be able to demonstrate an understanding of the legal responsibilities of employers and employees, understand the role of the Enforcing Authorities, the nature of hazard recognition and the practice of risk assessment in the workplace

Module Content

- 1.1 Overview of health and safety law
- 1.2 Responsibilities of employers/employees
- 1.3 Risk Assessment
- 1.4 Consultation on health and safety matters
- 1.5 Powers of Enforcing Authority



MODULE 2 – The Workplace

Learning outcomes for Module 2

On completion of Module 2 candidates will be able to demonstrate an understanding of what makes a safe place of work, and specific hazards which present risk in the workplace.

Module content

- 2.1 Principle of a safe place of work
- 2.2 Safe behaviour
- 2.3 Safe access and exits
- 2.4 Temperature, lighting , housekeeping, welfare
- 2.5 Slips and trips
- 2.6 Display screen equipment
- 2.7 Environmental hazards
- 2.8 Reporting failures and defects
- 2.9 Safe work at heights

MODULE 3 – Tools, Plant and Machinery

Learning outcomes for Module 3

On completion of Module 3 candidates will be able to demonstrate an understanding of the hazards presented by both powered and non powered work equipment in the workplace, forms of energy and associated hazards, and risks faced with the use of workplace transport.

Module Content

- 3.1 Work equipment
- 3.2 Machinery
- 3.3 Electricity
- 3.4 Workplace transport



MODULE 4 – Health

Learning outcomes for Module 4

On completion of Module 4 candidates will be able to demonstrate an understanding of the risks and associated control measures presented by substances hazardous to health together with other ill health risks from workplace activities giving rise to musculoskeletal problems, effects of noise and stress.

Module Content

- 4.1 Noise
- 4.2 Controlling harmful substances
- 4.3 Specific health hazards – hazardous materials
- 4.4 Personal protective equipment
- 4.5 Health surveillance/monitoring
- 4.6 Manual handling
- 4.7 Musculoskeletal disorders
- 4.8 Stress

MODULE 5 – Procedures

Learning outcomes for Module 5

On completion of Module 5 candidates will be able to demonstrate an understanding of the need for a permit-to-work, the need to know local emergency procedures and first aid arrangements.

Module content

- 5.1 Safe systems of work including permits
- 5.3 Emergency procedures
- 5.4 Fire safety
- 5.5 Reporting accident and incidents
- 5.6 First aid



MODULE 6 - The Environment

Learning outcomes for Module 6

On completion of Module 6 candidates will be able to demonstrate an understanding of the current environmental requirements, waste control hierarchies and emergency planning in the event of problems together with the requirements for safe storage and disposal.

Module content

- 6.1 Introduction
 - Key legislation
 - Responsibilities of employers and employees
- 6.2 Environmental concerns in the workplace
 - Causes of on/offsite pollution
 - Pollution prevention
- 6.3 Emergencies
 - Planning
 - Procedures
- 6.4 Waste
- 6.5 Management, segregation and minimisation
- 6.6 Safe and secure storage

