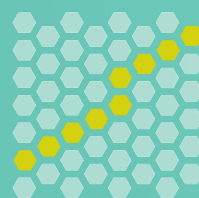


**(iosh) Training and Skills™**

Getting approval to deliver...



# *Working Safely*



[www.iosh.co.uk/workingsafely](http://www.iosh.co.uk/workingsafely)

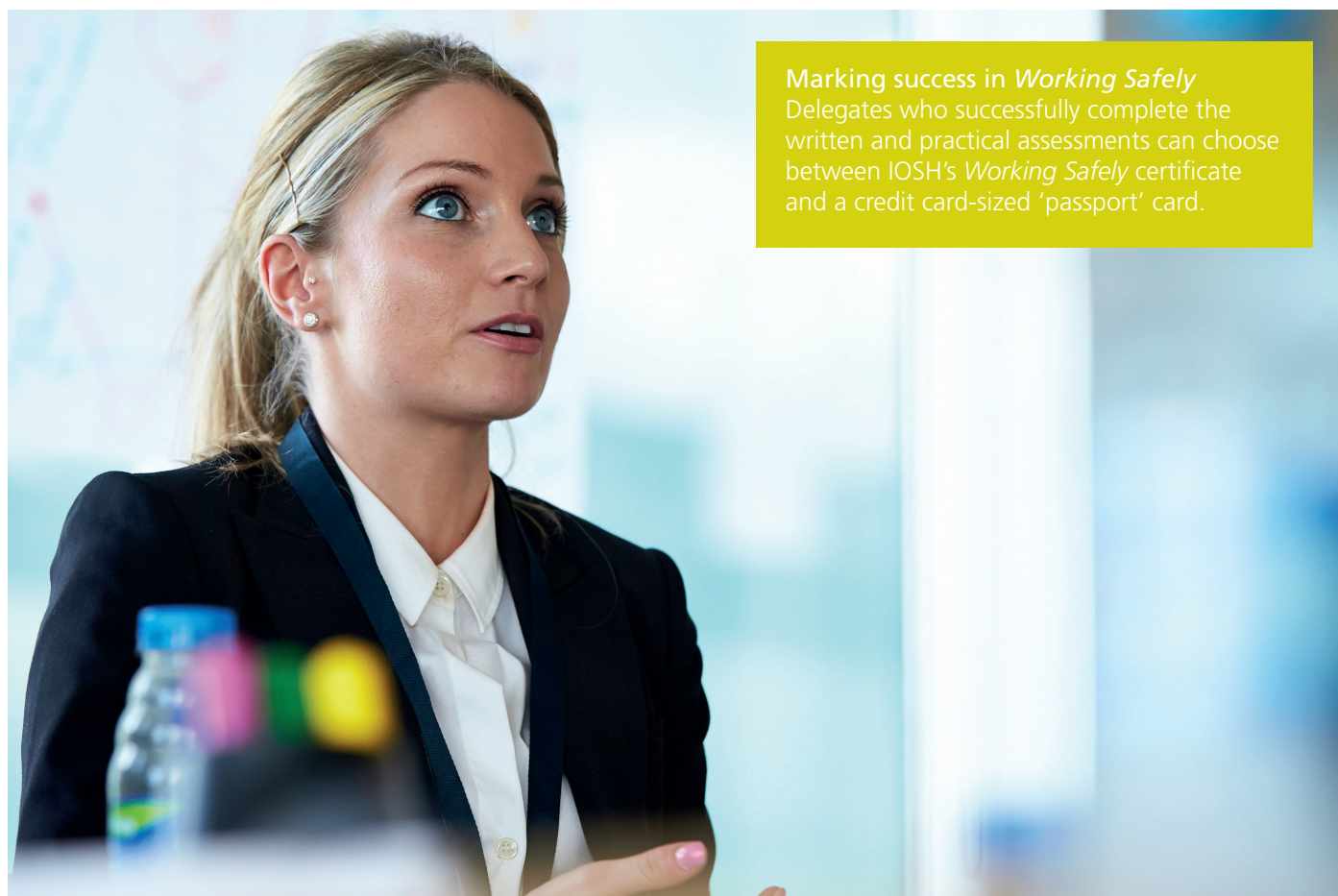
## It's not about teaching, it's about learning

Forget 'chalk and talk'. It's time to turn traditional training on its head. We need to inspire delegates to get them engaged with safety and health. If learning is enjoyable and stimulating, we stand a better chance of getting vital safety and health messages across.

Easier said than done? Not if we work in partnership. We provide the tools, and our approved trainers provide the training expertise.

### *Working Safely* has a very different approach to safety and health training

- A one-day course offering all the basics in a high-impact interactive package
- High-quality animated graphics created exclusively for the course
- A presentation that's designed to be fun and get people fully involved and interested
- First-class, jargon-free technical content based on what people need to know in practice, not off-putting legal language
- Clear scenarios drawn from genuine work situations to drive home practical points
- The very latest training tips and suggestions – from grabbing and retaining attention to maximising the training experience and making sure key points are taken on board
- Assessments built into the day's training – no need for follow-on tests on separate days, taking up valuable work time
- Learn from global good practice



### Marking success in *Working Safely*

Delegates who successfully complete the written and practical assessments can choose between IOSH's *Working Safely* certificate and a credit card-sized 'passport' card.

# Working Safely delivers...

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## Who should go on *Working Safely*?

*Working Safely* is for people at any level, in any sector, needing a grounding in the essentials of safety and health. Everyone at work should have an understanding of why they must 'work safely' – and this course offers exactly that.

## What will they get out of it?

What they need to know – and are perhaps reluctant to learn about – in a refreshingly informal way. *Working Safely* isn't supposed to turn delegates into safety experts. It focuses on why safety and health is important, and how individuals can make a real difference to the wellbeing of themselves and others through changing their behaviour.

## What will their employer get out of it?

- Globally-recognised and respected certificated training for their teams
- Training recognised by the Construction Skills Certification Scheme as equivalent to a Level 1 Award in Health and Safety in a Construction Environment
- Peace of mind offered by training that's designed and quality assured by the Chartered body for safety and health professionals
- Minimum disruption to working days and shifts – the one-day programme includes the assessment, so there's no need to free up further time for a test after the course
- Two key areas – safety and health – are covered in a single self-contained session
- Confidence that their staff will be able to contribute to the organisation's safety goals
- Based on a global standard to provide consistency across sites and operations

## What will trainers get out of it?

- Straightforward, high-quality training designed by a team of specialists
- A ready-to-go programme pack – we've done the hard work, saving trainers the headache and the hassle
- Full back-up from our support team on every aspect of training, from advice on the training environment to guidance on marking assessments
- Free technical updates



## Working Safely covers...

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### 1 Introducing *Working Safely*

It's not unusual for delegates on an introductory course to think that accidents only happen to 'other people'. This module stresses the realities of the human suffering behind the statistics and emphasises the importance of personal responsibility.

### 2 Defining hazard and risk

This module puts 'hazard' and 'risk' into everyday language, and uses familiar examples to show what can happen. Importantly, it makes it clear that even something that is very simple or repeated over and over again can go wrong, with serious consequences. Focusing on the six broad hazard groups, delegates are asked to think about the hazards and risks they come across in their own work. 'Risk assessment' is demystified – delegates learn that we all carry out informal assessments day-in, day-out.

### 3 Identifying common hazards

All the main issues are covered in this module – aggression and violence, asbestos, bullying, chemicals and harmful substances, computer workstations, confined spaces, drugs and alcohol, electricity, fire, getting in and out, height, housekeeping, lighting, manual handling, noise, personal hygiene, plant and machinery, slips and trips, stress, temperature, vehicles and transport, and welfare facilities. Each area is backed by crystal-clear examples and recognisable scenarios, and useful summaries reinforce the key learning points.

### 4 Improving safety performance

This module deals with systems and processes, making sure that any jargon is explained in easily understood terms. The session bridges the gap between management and workforce, encouraging delegates to play a part in processes that are commonly seen as being the responsibility of just their manager or supervisor. Other areas – including contract work, inspections, safe systems and permits, protective equipment, signage, emergency procedures, reporting and health checks – focus on the delegate's point of view.



## Working Safely includes...

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- full course presentation, featuring high-quality animated graphics
- clear delegate workbook with sections for notes, Q&A sessions and custom-designed illustrations
- user-friendly trainer notes with focused training tips and extra background information
- access to an online platform which enables trainers to deliver the face-to-face course to delegates
- interactive game and quiz to maximise participation
- a digital bank of assessments – delegates are evaluated using a multi-format question paper and a multi-choice hazard-spotting exercise.

The whole package fits into a sleek and robust carrying case.

You get access to IOSH's Course Management System (CMS) to help you manage and deliver IOSH-packaged

courses through one central, web-based platform. The CMS allows us to keep our course content up to date, with the latest guidance. It also enables you to create personalised or translated versions of IOSH courses to address unique training needs. It's compatible on Windows with Internet Explorer version 11, Chrome and Firefox (latest versions). It's also compatible on Macs with Safari and Chrome (latest versions).

Once you log in to the CMS, it's easy to run or manage your licensed courses, manage any other trainer users who are assigned to your training provider account, and produce information on course usage. We've produced a dedicated extension for the Chrome browser for you to install, so that you can deliver IOSH courses offline – anytime, anywhere, without an internet connection.

## Delivering Working Safely

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If you want to run *Working Safely*, you or someone from your organisation must be the 'nominated IOSH member'. It's this person's responsibility to oversee the course and act as the first line of quality control. Centrally, quality control is provided by IOSH's Training team.

Every person involved in the delivery of an IOSH *Working Safely* course will need to be approved by IOSH.

All new trainers who deliver *Working Safely*, as a minimum, will have to:

- be a Technical member of IOSH (a safety and health qualification is required)
- have up to date CPD
- have an adult training qualification at level 3 on a regulated qualifications framework (RQF); OR have successfully completed the IOSH *Train the Trainer* course
- have two years' substantial, face-to-face, training delivery experience


Call us on **+44 (0)116 257 3605** to talk through your training needs or email **[courses@iosh.com](mailto:courses@iosh.com)**.

Find more details online at **[www.iosh.co.uk/workingsafely](http://www.iosh.co.uk/workingsafely)**

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 [youtube.com/IOSHchannel](https://youtube.com/IOSHchannel)

IOSH is the Chartered body for health and safety professionals. With more than 47,000 members in over 130 countries, we're the world's largest professional health and safety organisation.

We set standards, and support, develop and connect our members with resources, guidance, events and training. We're the voice of the profession, and campaign on issues that affect millions of working people.

IOSH was founded in 1945 and is a registered charity with international NGO status.

**IOSH Services Limited** is a wholly owned subsidiary of the Institution of Occupational Safety and Health  
Registered office: as above

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