

2026 ONLINE OPEN COURSES DIARY

SUBJECT	DATE	COST
COSHH RISK ASSESSMENT	25 TH February 09.30 -13.00	£95.00
RISK ASSESSMENT MASTERCLASS	12 TH March 09.30 – 16.30	£95.00
MANAGING NOISE DUST AND VIBRATION	13 th March 09.30-13.00	£95.00
MANUAL HANDLING TRAIN THE TRAINER	22 nd April 09.30-16.30	£135.00
ASBESTOS AWARENESS	14 TH May 09.30-12.30	£25.00
MANAGEMENT OF ASBESTOS	14 TH May 13.30-16.45.	£65.00
LEGAL UPDATE ARTIFICIAL INTELLIGENCE BOT SPECIAL	17 th June 09.30-12.30	£25.00
MANAGING NOISE, DUST AND VIBRATION	1 ST July 09.30-13.00	£95.00
MANUAL HANDLING TRAIN THE TRAINER	16 th September 09.30-16.30	£135.00
COSHH RISK ASSESSMENT	14 th October 09.30 – 13.00	£95.00
RISK ASSESSMENT MASTERCLASS	18 th November 09.30-13.00	£95.00
HOW TO WRITE A SAFE SYSTEM OF WORK	2 nd December 09.30-13.00	£95.00

COSHH RISK ASSESSMENT

Hazardous substances are used every day in the workplace. They include anything from office cleaning products to specialist chemicals and can also be generated from processes such as welding and fuel combustion.

Exposure to hazardous substances via inhalation, skin contact or ingestion can result in short- and long-term health effects for workers, which in some cases can be fatal.

The COSHH Regulations 2002 place a duty on employers to protect their workers from exposure to hazardous substances.

It is the responsibility of the employer to either carry out or appoint a competent person to carry out a full workplace risk assessment, which identifies appropriate workplace controls and other measures designed to minimise risks.

Furthermore, the employer is required to implement the control measures identified in the risk assessment before commencing work that is liable to expose employees to any relevant hazardous substances.

This course teaches you how to identify hazardous substances in a work environment, and how to control them effectively, to a standard which prevents or reduces risks of occupational ill-health.

This course is suitable for anyone responsible for undertaking COSHH assessments

RISK ASSESSMENT MASTERCLASS

The aim of this course is to give anyone with a responsibility for writing risk assessments the techniques and confidence to complete suitable and sufficient risk assessments.

This **online Risk Assessment training** is designed to help businesses comply with **Health and Safety regulations**, as well as learn to and carry out structured risk assessments in the workplace.

Whatever sector your organisation operates in, risk assessments are a crucial part of ensuring employees are **safe from harm** and that workplace risks are **anticipated** and **reduced** as much as is reasonably possible.

By law, every employer **must** undertake this kind of assessment for health and safety risks within their working environment. This course gives a clear, structured overview of what a risk assessment is, as well as explaining each stage of how to perform one in a clear, step by step manner.

As well as **helping with legal compliance**, this course will show you how to **assign ratings to workplace risks**, as well as put appropriate **control measures** in place.

MANAGING NOISE, DUST AND VIBRATION

The Health and Safety Executive have recently been visiting companies and examining in great depth the systems that they have in place in respect of health issues, concentrating heavily on the management of Noise, Dust and Vibration.

many organisations have been issued with Improvement Notices and subsequently had to pay hefty Fees for Intervention bills.

The aim of this course is to ensure what is expected of their company when managing the hazards, in particular looking at the need for:

- Risk Assessment
- Safe systems of work
- Employee training
- Health surveillance
- Completion of documentation to record employee exposure.

This course is relevant to organisations in all sectors. Three of the latest hand arm vibration prosecutions for example have been Housing Associations.

We look at how using the Plan Do Check Act process you can show that you are managing the risk as far as is reasonably practicable.

MANUAL HANDLING TRAIN THE TRAINER

All employees who undertake manual handling as part of their jobs require to be trained in the correct manual handling techniques.

it has been legally proven that this training must be relevant to the actual manual handling being undertaken.

Therefore attendance on E courses or course run by external organisations may not be suitable.

The option of undertaking training in house using trainers who are familiar with the manual handling activities being undertaken enables greater flexibility and potential for company / job specific manual handling training.

Upon completion of our Manual Handling Train the Trainer course, you will have a clear understanding of the legal requirements surrounding manual handling

You will be able to apply the principles of manual handling risk assessment in the workplace and confidently carry out — and teach others how to carry out manual handling assessments.

You will learn how to reduce risk through safe systems of work such as team lifting, the use of mechanical aids, and effective pushing or pulling techniques.

Section 1: Defining a Manual Handling Task
Section 2: Legal Requirements and How to Ensure Compliance
Section 3: Work-Related Injuries
Section 4: Anatomy of the Spine
Section 5: Correct Lifting and Moving Techniques
Section 6: Safe Systems of Work
Section 7: How to Risk Assess a Manual Handling Task
Section 8: Presentation Skills and Training Techniques
Section 9: Delivering a Manual Handling Training Session

ASBESTOS AWARENESS

it is a legal requirement that anyone who may work with or be exposed to asbestos containing materials undertaken annual awareness training

On successful completion of this course, delegates should be able to:

- Have an increased awareness of the nature and properties of asbestos and its effects on health, including the increased risk of lung cancer for asbestos workers who smoke;
- Be familiar with the types, uses and likely occurrences of asbestos in buildings and where appropriate items of plant;
- Know how to avoid the risks from asbestos by understanding;
- Where to obtain information on asbestos in premises prior to commencing work;
- What to do if suspicious materials are found;
- How to use appropriate workplace precautions, including the risk assessment process, or seek advice on workplace precautions, in respect of the risks of asbestos;
 - Undertake work activities in a safe manner and without risk to themselves or others.
- Have an awareness of the key aspects of the asbestos regulations and how they fit into the broader context of health and safety legislation.
 - Procedures to be followed when coming into unintentional contact with ACMs and an understanding of the appropriate emergency arrangements.

MANAGEMENT OF ASBESTOS

In addition to asbestos awareness, this course provides delegates with information on the duty holder responsibilities - assessing whether premises contain asbestos, the risks from asbestos and how to manage them.

This course covers the following topics.

- Legislation
- Emergency procedure
- Duty to manage
- Asbestos surveys and reports
- Developing the asbestos management plan
- Work with asbestos
- Case study
- Summary

The Health and Safety Executive have been concentrating during recent site visits on how the risk of exposure to asbestos is being managed through a developed Asbestos Management Plan.

On this course therefore we focus on what your AMP should contain and how to keep it updated. How the plan relates to your Asbestos Survey

LEGAL UPDATE

We have been running our legal updates since the days of acetates and overhead projectors (anyone under the age of 40 see Wikipedia for details). In fact we ran our first session in 1999 at the Bear Hotel in Hodnet.

Nowadays of course you can turn to the AI Googlenet for your immediate information but what we can offer for a morning packed with useful updates is:

- A Human Bot who will answer questions immediately
- Information that is guaranteed to be up to date
- No Cookies.
- No annoying adverts
- The company of like-minded people

We will also look at

- Changes to HSE guidance etc
- Latest prosecutions
- Latest in best practice
- Corporate Manslaughter Cases
- Artificial Intelligence
- Latest in Mental Health
- And anything else that crops up.

At this price this is an AI Bargain!!.

HOW TO WRITE A SAFE SYSTEM OF WORK.

A safe system of work (SSoW) is a procedure, or set of procedures, that explains exactly how a work task should be carried out, to make it as safe as possible for the person completing it and those around them.

It is a legal requirement for employers and must be put in place whenever a work task involves hazards that cannot be eliminated, thereby posing a risk to the safety of the employee.

Dependent upon your industry they may be known as:

- Method statements
- Standard operating procedures
- Work instructions

The objective of this course is to ensure that the documents that you produce

- Include all of the control measures that you have in place
- Are linked to your risk assessments
- Do not miss out any steps or activities
- Include permit to work systems
- The details of responsible persons, signatures and dates.

