

# Health and Safety in the Workplace



## *Who would benefit from the training?*

This ITOL approved Health and Safety training is essential for everyone in the workplace and is absolutely critical for those that act as fire wardens.

Health and safety is about preventing people from being harmed, or becoming ill through work and the law applies to all businesses, however large or small. The Health and Safety at Work Act (1974) imposes a general duty on employers, self-employed, employees, suppliers and owners of premises to ensure that their workplaces are safe and offer no risk to health.

Under the Health & Safety at Work Act (1974), we have a number of responsibilities to our employees. One of which is a safe working environment and safe access and egress (in and out of building). Fire is an integral part of this, and a business has to implement a number of measures.

## *What is covered in the training?*

The training will be held over one day with the morning focusing on general health & safety and the afternoon covering fire safety. The course will cover the following topics:

**Health & Safety Law** - Health and safety legislation places a number of duties on organisations, managers and employees alike. Failure to carry out these duties can result in fines and, in extreme cases, imprisonment.

**Employers & Employees Duties** - Making your workplace safe and without risks to health, so far as is reasonably practicable. The basic principle is that every employee must take reasonable care for the safety of themselves and of others who may be affected by their acts or omissions.

**Risks & Hazards** - A Hazard is something in the workplace that has the potential to cause harm, damage or injury. Risk is the likelihood or severity of this happening.

**Safety Signs** - One area of importance with regards safety is the use of safety signs. There are several types of safety signs that you will encounter.

**The Accident Investigation** - 'An accident at work is an unplanned happening or event, with a specific cause or causes, which arises out of or in connection with work and leads to injury'

**Causes of Fire** - Control all sources of ignition, and reduce the amount of combustible material in your workplace, and you will greatly reduce the risk of fire.

**Fire Prevention** - Control all sources of ignition, and reduce the amount of combustible material in your workplace, and you will greatly reduce the risk of fire.

**Discovering a Fire** - Knowing what to do when a fire is discovered. Covering the important factors to be aware of.

**Fire Triangle** - Fire is a chemical reaction between three important factors: Heat, Oxygen and Fuel. This section will help your participants understand these in full.

**Fire Extinguishers** - There are four different types of extinguisher in use. This part of the session will introduce each and provide information on how to use.

Courses are run at our training centre in Rotherham or, subject to numbers, can be held at employer sites.

**Contact Optimas on 01709 331 163**

