

Safety Services



SAFETY SERVICES
A member of the Shorrock Trichem Group of Companies



Welcome

Shorrock Trichem would like to introduce you to Managing Safety, our new and improved Safety Services Division.

Offering a wide range of safety courses from Level 1 Food Safety to Level 3 Health and Safety in the workplace, you can be sure that you and your team are being trained to the right level to suit your needs.

Managing Safety also offers a substantial range of safety support services such as, audits and inspections, accident reporting and investigation, as well as general advice and phone support.

Our aim is to have a good working relationship with our client that enables you to contact us at anytime, for whatever reason, no matter how trivial it may seem.

Shorrock Trichem



Service Range

004	<i>Food Safety Training</i>
008	<i>Health & Safety Training</i>
012	<i>Health & Safety in Health and Social Care</i>
014	<i>COSHH</i>
015	<i>Manual Handling</i>
016	<i>Risk Assessment</i>
017	<i>Stress Awareness</i>
019	<i>Emergency First Aid at Work</i>
020	<i>Support Services</i>



CIEH (New) Level 1 Awards in Food Safety

An Introduction to food hygiene

Overview

The new CIEH Level 1 awards in food safety are run as half-day courses, suitable for a variety of candidates, including new employees with minimal or no prior food safety knowledge, employees handling low-risk or wrapped food or those who work front of house, such as waiting or check out staff, as well as back of house such as kitchen porters or warehouse staff.

Outline Programme

- Food Safety (food hygiene, hazards, responsibilities)
- Personal Hygiene
- Cleaning
- Contamination

Qualification Information

Designed for: **Any employee**

Course duration: **Half day programme**

Assessment method: **Multiple choice examination**

Suggested progression on completion:

- **CIEH Level 2 Award in Food Safety in Catering**

CIEH Level 2 Awards in Food Safety

Fundamental food hygiene knowledge for all food handlers

Overview

Training providers have identified a growing need to make learning more relevant to specific business environments to increase effectiveness. These new qualifications are required to address new National Occupational Standards reflecting sector-specific needs. In line with this demand, the CIEH Level 2 Awards in Food Safety have been designed to address the food safety needs of the catering, manufacturing and retail sectors.

Outline Programme

The qualifications cover the following topics:

- Legislation
- Food safety hazards
- Temperature control
- Refrigeration, chilling and cold holding
- Cooking, hot holding and reheating
- Food handling
- Principles of safe food storage
- Cleaning
- Food premises and equipment

Qualification Information

Designed for: **Anyone working in a catering, manufacturing or retail setting where food is prepared, cooked and handled.**

Course duration: **One day programme**

Assessment method: **Multiple choice examination**

QCA Accredited: **Yes**

Suggested progression on completion:

- **CIEH Level 3 Award in Supervising Food Safety in Catering**

CIEH Level 3 Awards in Food Safety

For those working in all food businesses at a supervisory level

Overview

Changes in legislation effective from January 2006 have placed greater onus and accountability on anyone in the food business with supervisory responsibility. It is therefore vital they are equipped with both the knowledge and confidence to do their job effectively.

Outline Programme

The qualification covers the following topics:

- Legislation
- Supervisory management
- Temperature control (chilling, cooking)
- Cleaning
- Contamination control
- Applying and monitoring good hygiene practices
- Implementing good food safety procedures
- Contributing to the safety training of others

Qualification Information

Designed for: **Managers and supervisors in medium and large manufacturing or catering businesses.**

Course duration: **Three day programme**

Assessment method: **Multiple choice examination**

QCA Accredited: **Yes**

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CIEH Level 1 Award in Health and Safety in the workplace

An Introduction to Health & Safety in the workplace

Overview

The new CIEH Level 1 award in Health and Safety is run as half-day course. The qualification has been designed to meet the needs of those who are entering the workplace for the first time, either as part of a work experience programme or at the start of employment, by providing an awareness of key health and safety issues and the part that they should play in keeping themselves and others free from harm at work. It will also benefit those who are starting a new job – as part of an induction programme.

Outline Programme

- The importance of health and safety in the workplace
- Hazards and risks
- Workplace conditions
- Workplace procedures

Qualification Information

Designed for: **Any employee**

Course duration: **Half day programme**

Assessment method: **Multiple choice examination**

Suggested progression on completion

- **Level 2 Award in Health and Safety in the Workplace**

CIEH Level 2 Award in Health and Safety in the Workplace

Health and safety understanding for all employees

Overview

The CIEH Level 2 Award in Health and Safety in the Workplace can be tailored to business and individual needs to make the learning experience relevant and fit for purpose.

Outline Programme

The qualification covers the following topics:

- Legislation
- Health
- Safety
- Welfare
- The workplace and workplace equipment
- Risk assessment
- Manual handling
- Hazardous substances
- Ergonomics and workstation design
- Transport and vehicles
- Noise and vibration

Qualification Information

Designed for: **All employees**

Course duration: **One day programme**

Assessment method: **Multiple choice examination**

QCA Accredited: **Yes**

Suggested progression on completion:

- **CIEH Level 3 Award in Health and Safety in the Workplace**

CIEH Level 3 Award in Health and Safety in the Workplace

Examines health and safety from a supervisory perspective

Overview

Supervisors have both a legal and moral responsibility to look after the health and safety of employees. This qualification will enable managers and supervisors to improve the health and safety culture of their organisation, whatever its size or activity.

Outline Programme

- Concept of health and safety
- Accidents in the workplace
- Ill health in the workplace
- Legal provisions (UK only)
- Health and safety organisation and management
- Supervising health and safety

Qualification Information

Designed for: **Supervisors, owners, team leaders or managers responsible for health and safety**

Course duration: **Three day programme**

Assessment method: **Multiple choice examination**

QCA Accredited: **Yes**

Recommended prerequisites:

- **CIEH Level 2 Award in Health and Safety or equivalent**



CIEH Level 2 Award in Health and Safety in Health and Social Care

Health and safety understanding for all employees

Overview

Based on the first part of the CIEH Level 2 Award in Health and Safety in the Workplace – an introduction to health and safety adapted for health and social care – and the CIEH Level 2 Award in Hygiene, this qualification provides candidates with a good understanding and knowledge of health and safety in the health and social care sector.

Outline Programme

The qualification covers the following topics:

- Legislation
- Health
- Safety
- Welfare
- Hygiene awareness
- Hygiene hazards
- Personal hygiene
- Cleaning

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Qualification Information

Designed for: **All employees in the health and social care sector**

Course duration: **One day programme**

Assessment method: **Multiple choice examination**

QCA Accredited: **Yes**

Suggested progression on completion:

- **CIEH Level 3 Award in Health and Safety in the Workplace**

CIEH Level 2 Award in The Principles of COSHH

Prepares employees to contribute to the safer use of hazardous substances

Overview

This qualification is designed for those who use substances hazardous to health at work. It introduces candidates to substances, the risks and controls available, and outlines what to expect from a control of substances hazardous to health (COSHH) assessment. The qualification will prepare employees to contribute to the safer use of hazardous substances in their workplaces.

Outline Programme

The qualification covers the following topics:

- Definition and types of substances hazardous to health in the workplace
- Health effects of hazardous substances and their causes
- COSHH assessments and control options
- Responsibilities imposed by the Control of Substances Hazardous to Health Regulations 2002

Qualification Information

Designed for: **All employees**

Course duration: **Half day programme**

Assessment method: **Multiple choice examination**

QCA Accredited: **Yes**

Suggested progression on completion:

- **CIEH Level 3 Award in Health and Safety in the Workplace**

CIEH Level 2 Award in Manual Handling – Principles and Practice

Health and safety understanding for all employees

Overview

Part 1 will allow learners to understand the risks associated with manual handling and to make recommendations to manage those risks.

Part 2 will allow learners to apply the principles of safer handling to a range of everyday manual handling tasks.

Outline Programme

The training programme covers the following topics:

- Manual handling hazards, risks and controls
- How manual handling operations can cause injury and harm
- The scope of legal requirements and where guidance can be found
- The process for assessing manual handling risks
- The value of risk assessment and how it applies to safe manual handling practice
- Manual handling techniques – lifting loads from low levels/working at low levels/lowering from height/pushing loads/pulling loads/carrying/team handling

Qualification Information

Designed for: **All employees**

Course duration: **One day programme**

Assessment method: **Multiple choice examination**

QCA Accredited: **Yes**

Suggested progression on completion:

- **CIEH Level 3 Award in Health and Safety in the Workplace**

CIEH Level 3 Award in Risk Assessment Principles and Practice

Enables supervisors and managers to carry out risk assessments

Overview

Employers and the self employed have a legal duty to assess health and safety risks. Anyone carrying out a risk assessment needs to have the necessary knowledge and skills. This qualification ensures that supervisors and managers have the necessary depth of understanding to enable them to carry out risk assessments.

Outline Programme

- Legislation
- Principles of risk assessment
- Prioritising risk
- Controls
- Documentation
- Monitoring controls
- Risk assessment in practice

Qualification Information

Designed for: **Supervisors, or managers responsible for conducting risk assessments**

Course duration: **One day programme**

Total guided learning hours: **20 hours (estimated time candidates may take to complete both the taught element of the programme (7 hours), and the assignment)**

Assessment method: **Assignment and self-evaluation**

QCA Accredited: **Yes**

CIEH Foundation Certificate in Stress Awareness

Introduction to the issue of work-related stress

Overview

This qualification raises awareness of the likely sources of work-related stress. It is aimed at general workers and also serves as an introduction to the issue for more senior staff. The qualification will enable employees to contribute to strategies which combat work-related stress.

Outline Programme

The qualification covers the following topics:

- Definitions of stress
- Stress as an occupational health hazard
- Identification of basic workplace stressors
- Development of basic controls for work-related stressors
- Responsibilities imposed under UK legislation

Qualification Information

Designed for: **All employees**

Course duration: **Half day programme**

Assessment method: **Review of the student's own work practices, to be completed under trainer supervision following training**

QCA Accredited: **No**

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CIEH Level 2 Award in Emergency First Aid at Work

The CIEH Level 2 Award in Emergency First Aid at Work (EFAW) course is suitable for lower-risk work environments such as offices, shops and restaurants.

Overview

This qualification introduces candidates to:

- The roles and responsibilities of a first aider
- The legal requirements for first aid provision
- The importance of accurate incident reporting
- First Aid equipment and its safe use
- The need to minimise the risk of infection
- The importance of assessing an incident
- Undertaking a primary survey
- When and how to call for help.

Outline Programme

The EFAW training and assessment will cover the following topics:

- Roles and responsibilities of a first aider
- Assessment and management of First Aid incidents
- Management of an unconscious casualty
- Management of a casualty who is not breathing normally
- Management of a casualty who is choking
- Management of a casualty who has a bleeding injury
- Management of a casualty who is in shock
- Treatment of minor injuries

Qualification Information

Designed for: **First aiders in lower-risk work environments**

Course duration: **One-day programme**

Assessment method: **Practical assessment plus an examination consisting of 15 multiple-choice questions**

Ofqual accredited: **Yes**

Pre requisite: **None**

The HSE strongly recommends that all first-aiders undertake an annual refresher course, and candidates must re-qualify every three years.

Full Safety Audit (excludes leisure)

A full safety audit comprises of a detailed look at all safety related records such as fire, maintenance, lift & boiler maintenance, training records, water testing, asbestos register, permits to work, accident book and other related documentation.

The audit includes a walk round of the site, encompassing emergency exit routes, fire doors, extinguishers and any hazardous practices that were identified.

Leisure Audit

A detailed audit of the health club ensuring documentation such as operating procedures, emergency action plans, risk & COSHH assessments are all in place and of an acceptable standard.

The audit also looks at both internal and external water test results, the standard of staff training and an overall view on cleanliness and condition of each area.

Inspections

Site inspections are similar to the audits, but more of an overview as opposed to the in depth detailed audit. They are also usually unannounced giving you a view of what is happening on any given day.

Kitchen Inspection

This is a brief overview of the kitchen to ensure that the kitchen / food preparation areas are acceptable. Ensuring compliance with the law / company policy in relation to all aspects of safety.

Advice & Consultancy Services

Where necessary we can provide on site advice and assistance, this would normally be agreed prior to arrival. Examples of these occasions would be: meeting with local enforcement officers, investigating serious accidents and insurance claims, investigating food poisoning allegations (where deemed necessary).

Accident Reporting & Monitoring

Monitor all reportable accidents and report on behalf of the company and where required to investigate on site. The sites initially ring through the accidents and then email a completed accident form to us. We then report to the Incident Contact Centre and if necessary arrange for an investigation report to be completed by the site management. Where especially dangerous and /or fatal incidents have occurred we would personally carry out investigations. We normally can arrive on site within 4 hours of being informed, thus able to assist the management and also defuse the situation.



*Managing
Safety*

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SAFETY SERVICES

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