TRAINING BROCHURE





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Training Overview

Our training services are compliant, unique, affordable, bespoke and relevant. Rather than charge per person, most of courses are priced at a complete course level, can be delivered on your own site and are made after we find out what your business does.

This means that the training session is usually reduced compared to others and is more specific to the activity that your employees do rather than just generic and irrelevant.

Call one of our consultants now for a free consultation about training and for your own tailored cost; we guarantee to beat any like-for like cost.

Training Services Provided

- Abrasive Wheels
- Asbestos Awareness
- COSHH Awareness
- Driver Awareness
- Fire Awareness
- Fire Warden
- First Aid
- FIT- Testing
- General H&S Bespoke Training, inc. Slips trips falls etc.
- Lone Workers Awareness
- LOTO Awareness
- Management of H&S in the Workplace bespoke to client needs
- Manual Handling Awareness
- Nitrogen Awareness
- Noise, Vibration Awareness
- Risk Assessment Overview
- Sharps Awareness Training
- Spillages / Spill Kit Training
- Suspicious Packages
- Tools, including Power Tools, Awareness
- Working at Heights
- Young Workers Awareness



Asbestos Awareness

All In Safety offer company/environment specific training on site to ensure that Regulation 10 of the Control of Asbestos Regulations 2012 are adhered to. We take time to analyse the specific requirements under the Regulations to ensure non-duplicity but compliance. These can be delivered on your own premises or any other site and are fixed price regardless of numbers so are cost effective. As with all of our training, these can be combined with other courses and because they are company/environment specific reduce training time.

PRICE: CAN BE AS LOW AS £15pp (BASED ON COURSE OF 12); £180-£240 FOR EACH ON-SITE SESSION DELIVERED ON-SITE, PRICE DEPENDING ON YOUR BUSINESS ACTIVITY, PREVIOUS EXPERIENCE, LOCATION Etc.

Regulation 10 stipulates that:

Every employer must ensure that any employee employed by that employer is given adequate information, instruction and training where that employee—

- is or is liable to be exposed to asbestos, or if that employee supervises such employees, so that those employees are aware of—
- the properties of asbestos and its effects on health, including its interaction with smoking,
- the types of products or materials likely to contain asbestos,
- the operations which could result in asbestos exposure and the importance of preventive controls to minimise exposure,
- safe work practices, control measures, and protective equipment,
- the purpose, choice, limitations, proper use and maintenance of respiratory protective equipment,
- emergency procedures,
- hygiene requirements,
- decontamination procedures,
- waste handling procedures,
- medical examination requirements, and
- the control limit and the need for air monitoring, in order to safeguard themselves and other employees; and
- carries out work in connection with the employer's duties under these Regulations, so that the employee can carry out that work effectively.
- The information, instruction and training required by paragraph (1) must be—
- given at regular intervals;
- adapted to take account of significant changes in the type of work carried out or methods of work used by the employer; and
- provided in a manner appropriate to the nature and degree of exposure identified by the risk assessment, and so that the employees are aware of—
- the significant findings of the risk assessment, and
- the results of any air monitoring carried out with an explanation of the findings.



Manual Handling

All In Safety offer company/environment specific training on site to ensure that Regulation **4** of the Manual Handling Operations Regulations 1992 are adhered to. We take time to analyse the specific requirements under the Regulations to ensure non-duplicity but compliance. These can be delivered on your own premises or any other site and are fixed price regardless of numbers so are cost effective. As with all of our training, these can be combined with other courses and because they are company/environment specific reduce training time.

PRICE: CAN BE AS LOW AS £15pp (BASED ON COURSE OF 12); £180-£240 FOR EACH ON-SITE SESSION DELIVERED ON-SITE, PRICE DEPENDING ON YOUR BUSINESS ACTIVITY, PREVIOUS EXPERIENCE, LOCATION Etc.

Regulation 4 stipulates that:

- In determining for the purposes of this regulation whether manual handling operations at work involve a risk of injury and in determining the appropriate steps to reduce that risk regard shall be had in particular to –
- the physical suitability of the employee to carry out the operations;
- the clothing, footwear or other personal effects he is wearing;
- his knowledge and training;
- the results of any relevant risk assessment carried out pursuant to regulation 3 of the Management of Health and Safety at Work Regulations 1999;
- whether the employee is within a group of employees identified by that assessment as being especially at risk; and
- the results of any health surveillance provided pursuant to regulation 6 of the Management of Health and Safety at Work Regulations 1999.





COSHH

All In Safety offer company/environment specific training on site to ensure that Regulation 12 of the Control of Substances Hazardous to Health Regulations 2002 are adhered to. We take time to analyse the specific requirements under the Regulations to ensure non-duplicity but compliance. These can be delivered on your own premises or any other site and are fixed price regardless of numbers so are cost effective. As with all of our training, these can be combined with other courses and because they are company/environment specific reduce training time.

PRICE: CAN BE AS LOW AS £15pp (BASED ON COURSE OF 12); £180-£240 FOR EACH ON-SITE SESSION DELIVERED ON-SITE, PRICE DEPENDING ON YOUR BUSINESS ACTIVITY, PREVIOUS EXPERIENCE, LOCATION Etc.

Regulation 12 stipulates that:

Every employer who undertakes work which is liable to expose an employee to a substance hazardous to health shall provide that employee with suitable and sufficient information, instruction and training.

Without prejudice to the generality of paragraph (1), the information, instruction and training provided under that paragraph shall include—

- details of the substances hazardous to health to which the employee is liable to be exposed including—
- the names of those substances and the risk which they present to health,
- any relevant occupational exposure standard, maximum exposure limit or similar occupational exposure limit,
- access to any relevant safety data sheet, and (iv)other legislative provisions which concern the hazardous properties of those substances
- the significant findings of the risk assessment;
- the appropriate precautions and actions to be taken by the employee in order to safeguard himself and other employees at the workplace;
- the results of any monitoring of exposure in accordance with regulation 10 and, in particular, in the case of a substance hazardous to health for which a maximum exposure limit has been approved, the employee or his representatives shall be informed forthwith, if the results of such monitoring show that the maximum exposure limit has been exceeded;
- the collective results of any health surveillance undertaken in accordance with regulation 11 in a form calculated to prevent those results from being identified as relating to a particular person;
- where employees are working with a Group 4 biological agent or material that may contain such an agent, the provision of written instructions and, if appropriate, the display of notices which outline the procedures for handling such an agent or material.
- The information, instruction and training required by paragraph (1) shall be—
- adapted to take account of significant changes in the type of work carried out or methods of work used by the employer; and
- provided in a manner appropriate to the level, type and duration of exposure identified by the risk assessment.



- Every employer shall ensure that any person (whether or not his employee) who carries out work in connection with the employer's duties under these Regulations has suitable and sufficient information, instruction and training.
- Where containers and pipes for substances hazardous to health used at work are not marked in accordance with any relevant legislation listed in Schedule 7, the employer shall, without prejudice to any derogations provided for in that legislation, ensure that the contents of those containers and pipes, together with the nature of those contents and any associated hazards, are clearly identifiable.



FIT- Testing

All In Safety offer company/environment specific training on site to ensure that Regulation 12 of the Control of Substances Hazardous to Health Regulations 2002 and Guidance Note 7 from the relevant Approved Code of Practice (ACOP) are adhered to. We take time to analyse the specific requirements under the Regulations to ensure non-duplicity but compliance. These can be delivered on your own premises or any other site and are fixed price regardless of numbers so are cost effective. As with all of our training, these can be combined with other courses and because they are company/environment specific reduce training time.

Regulation 12 stipulates that:

- 1) Every employer who undertakes work which is liable to expose an employee to a substance hazardous to health shall provide that employee with suitable and sufficient information, instruction and training.
- 2) Without prejudice to the generality of paragraph (1), the information, instruction and training provided under that paragraph shall include
 - a. details of the substances hazardous to health to which the employee is liable to be exposed including
 - i. the names of those substances and the risk which they present to health,
 - *ii.* any relevant occupational exposure standard, maximum exposure limit or similar occupational exposure limit,
 - *iii.* access to any relevant safety data sheet, and (iv)other legislative provisions which concern the hazardous properties of those substances
 - b. the significant findings of the risk assessment;
 - c. the appropriate precautions and actions to be taken by the employee in order to safeguard himself and other employees at the workplace;
 - d. the results of any monitoring of exposure in accordance with regulation 10 and, in particular, in the case of a substance hazardous to health for which a maximum exposure limit has been approved, the employee or his representatives shall be informed forthwith, if the results of such monitoring show that the maximum exposure limit has been exceeded;
 - e. the collective results of any health surveillance undertaken in accordance with regulation 11 in a form calculated to prevent those results from being identified as relating to a particular person;
 - f. where employees are working with a Group 4 biological agent or material that may contain such an agent, the provision of written instructions and, if appropriate, the display of notices which outline the procedures for handling such an agent or material.
- 3) The information, instruction and training required by paragraph (1) shall be
 - a. adapted to take account of significant changes in the type of work carried out or methods of work used by the employer; and
 - b. provided in a manner appropriate to the level, type and duration of exposure identified by the risk assessment.



4) Every employer shall ensure that any person (whether or not his employee) who carries out work in connection with the employer's duties under these Regulations has suitable and sufficient information, instruction and training.

Where containers and pipes for substances hazardous to health used at work are not marked in accordance with any relevant legislation listed in Schedule 7, the employer shall, without prejudice to any derogations provided for in that legislation, ensure that the contents of those containers and pipes, together with the nature of those contents and any associated hazards, are clearly identifiable.

Guidance Note 7 stipulates that:

<u>Suitable RPE</u>

- 148 For each work activity for which it is foreseen that employees will need to wear RPE, the employer should specify the suitable equipment to be worn to make sure that employees are given adequate protection. To be suitable, RPE must be capable of controlling adequately the inhalation exposure using as a guide the equipment's assigned protection factor as listed in HSE publication The selection, use and maintenance of respiratory protective equipment: A practical guide.33* The selection and provision of suitable RPE should be based on a range of considerations:
 - a. the level of protection claimed by manufacturers for different types of RPE, and identification of those types that will provide a greater degree of protection than that required for likely or known exposure;
 - b. the type of work to be done; the physical effort required to do it; the length of time the equipment will have to be worn; the requirements for visibility, comfort and the need for employees to communicate with each other; its compatibility with any other PPE that may be needed (for example, safety glasses);
 - c. the different facial characteristics of the RPE wearers, to ensure that the equipment fits correctly, and is matched to the wearer. In addition the equipment must be matched to the job and the environment in which it is to be used. The selection of suitable equipment should be undertaken in full consultation with the wearers. This will help to ensure that the wearers have the most comfortable equipment best suited for them and which, as a consequence, is likely to be the most effective in use;
 - d. it must be 'CE' marked if it was manufactured on or after 1 July 1995 to show that it is manufactured to meet minimum legal requirements. However, where RPE was manufactured before 1 July 1995 then it must either be 'CE'-marked or HSE-approved;
 - e. employees should be trained properly in its use and supervised;
 - *f. it should be cleaned and checked regularly to ensure that it remains effective.*

Fit Testing Of Facepieces

149 The performance of RPE with a tight-fitting facepiece (filtering facepieces, half and full-face masks) depends on a good contact between the wearer's skin and the face seal of the mask. A good face seal can only be achieved if the wearer is clean shaven in the region of the seal and the facepiece is of the correct size and shape to fit the wearer's face. If spectacles with



side arms and other PPE are also worn, they should not interfere with the correct fitting of the facepiece or the face seal. The performance of RPE with a loose-fitting facepiece, eg visors, helmets, hoods etc, is less dependent on a tight fit on the face, but nevertheless requires the correct size to ensure the wearer achieves an adequate fit and protection.

- 150 Employers should ensure that the selected facepiece (tight and loose-fitting types) is of the right size and can correctly fit each wearer. For a tight-fitting facepiece (filtering facepieces usually known as disposable masks, half and full-face masks) the initial selection should include fit testing to ensure the wearer has the correct device. The test will assess the fit by determining the degree of face-seal leakage of a test agent while the RPE user is wearing the facepiece under test. For full-face masks, a suitable quantitative fit test should be used and the pass level fit factor is 2000. For devices such as filtering facepieces and half masks, the pass level fit factor is 100. For these lower performance facepieces, a suitable and validated qualitative method (often called a semi-quantitative test) can be carried out instead. Employers must ensure that whoever carries out the fit testing is competent to do so in accordance with regulation 12(4).
- 151 Repeat fit testing will be needed when changing to a different model of RPE or a different sized facepiece or if there have been significant changes to the facial characteristics of the individual wearer, eg as a result of significant weight gain or weight loss or due to dentistry. Repeat fit testing will not be required following a change of employer, provided that the same model of RPE continues to be used by the employee.
- 152 The quantitative fit testing may be carried out using:
 - a. a test chamber which uses a salt aerosol or sulphur hexafluoride gas to assess the face-seal leakage;
 - b. a portable device at the workplace which measures particulates in air to assess the face-seal leakage; or
 - c. a portable device at the workplace which measures pressure variations inside the facepieces to assess the face-seal leakage.
- 153 Qualitative test methods use bitter or sweet-tasting aerosols. When the tests are carried out, the facepiece wearer will perform simple exercises as indicated by the competent person carrying out the test. More information on the selection, including information on assigned protection factors, use and fit testing of RPE is contained in the HSE publications, Respiratory protective equipment at work





Fire Training

You need to train all existing and any new staff when they start work and tell all employees about any new fire risks; this is a legal requirement by law. This is called fire awareness training and All In Safety offer a service to create a simple, short bespoke training material that you can use to train inhouse this can be added to your fire risk assessment from us).

Within any commercial setting, certain members of staff may need to be trained in more detailed fire safety procedures – becoming designated fire wardens as a result. The person trained should have a clear understanding of the overall duties and responsibilities they have as a fire warden. This will include: what action they should take on the discovery of a fire, know the difference between different fire classes, which extinguisher to use for which fire and what the evacuation procedure is amongst others.

In particular not just large commercial premises, but also those in the hospitality, eventing and security industry, fire warden training is recommended. Members of the public will look to your staff in emergency to assist them and know what to do. We have vast experience of working in these environments such as:

- Bars
- · Restaurants
- Nightclubs
- · Festivals
- · Sports Stadia
- · Theatres
- · Concerts
- · Security & Stewarding Companies
- · Museums/Art Galleries

FIRE WARDEN PRICE: CAN BE AS LOW AS £30pp (BASED ON COURSE OF 12); £250-£360 FOR EACH ON-SITE SESSION DELIVERED ON-SITE, PRICE DEPENDING ON YOUR BUSINESS ACTIVITY, PREVIOUS EXPERIENCE, LOCATION Etc.

Regulation 21 of the Regulatory reform (Fire Safety) Order 2005 states that:

(1) The responsible person must ensure that his employees are provided with adequate safety training—

(a) at the time when they are first employed; and

(b) on their being exposed to new or increased risks because of—

(i) their being transferred or given a change of responsibilities within the responsible person's undertaking;

(ii) the introduction of new work equipment into, or a change respecting work equipment already in use within, the responsible person's undertaking;

(iii) the introduction of new technology into the responsible person's undertaking; or (iv) the introduction of a new system of work into, or a change respecting a system of work already in use within, the responsible person's undertaking.

(2) The training referred to in paragraph (1) must-



(a) include suitable and sufficient instruction and training on the appropriate precautions and actions to be taken by the employee in order to safeguard himself and other relevant persons on the premises;

(b)be repeated periodically where appropriate;

(c) be adapted to take account of any new or changed risks to the safety of the employees concerned;

(d)be provided in a manner appropriate to the risk identified by the risk assessment; and (e) take place during working hours.





Abrasive Wheels

All In Safety offer company/environment specific training on site to ensure that Regulation 9 of the Provision and Use of Work Equipment Regulations 1998 (these replace the old Abrasive Wheels requirements) are adhered to. We take time to analyse the specific requirements under the Regulations to ensure non-duplicity but compliance. These can be delivered on your own premises or any other site and are fixed price regardless of numbers so are cost effective. As with all of our training, these can be combined with other courses and because they are company/environment specific reduce training time.

PRICE: CAN BE AS LOW AS £15pp (BASED ON COURSE OF 12); £180-£240 FOR EACH ON-SITE SESSION DELIVERED ON-SITE, PRICE DEPENDING ON YOUR BUSINESS ACTIVITY, PREVIOUS EXPERIENCE, LOCATION Etc.

Regulation 9 stipulates that:

- Every employer shall ensure that all persons who use work equipment have received adequate training for purposes of health and safety, including training in the methods which may be adopted when using the work equipment, any risks which such use may entail and precautions to be taken.
- Every employer shall ensure that any of his employees who supervises or manages the use of work equipment has received adequate training for purposes of health and safety, including training in the methods which may be adopted when using the work equipment, any risks which such use may entail and precautions to be taken.







Noise, Vibration

All In Safety offer company/environment specific training on site to ensure that Regulation 10 of the Control of Noise at Work Regulations 2005 and Regulation 8 of the Control of Vibration at Work Regulations 2005 are adhered to. We take time to analyse the specific requirements under the Regulations to ensure non-duplicity but compliance. These can be delivered on your own premises or any other site and are fixed price regardless of numbers so are cost effective. As with all of our training, these can be combined with other courses and because they are company/environment specific reduce training time.

PRICE: CAN BE AS LOW AS £10pp/per course (BASED ON COURSE OF 12); £120-£180 FOR EACH ON-SITE SESSION DELIVERED ON-SITE, PRICE DEPENDING ON YOUR BUSINESS ACTIVITY, PREVIOUS EXPERIENCE, LOCATION ETC.

If combined together the cost can be as little as £15pp/per course (BASED ON COURSE OF 12); £180-£240

Regulation 10 of the Control of Noise at Work Regulations 2005 stipulates that:

- 1) Where his employees are exposed to noise which is likely to be at or above a lower exposure action value, the employer shall provide those employees and their representatives with suitable and sufficient information, instruction and training.
- 2) Without prejudice to the generality of paragraph (1), the information, instruction and training provided under that paragraph shall include
 - a. the nature of risks from exposure to noise;
 - b. the organisational and technical measures taken in order to comply with the requirements of regulation 6;
 - c. the exposure limit values and upper and lower exposure action values set out in regulation 4;
 - d. the significant findings of the risk assessment, including any measurements taken, with an explanation of those findings;
 - e. the availability and provision of personal hearing protectors under regulation 7 and their correct use in accordance with regulation 8(2);
 - f. why and how to detect and report signs of hearing damage;
 - g. the entitlement to health surveillance under regulation 9 and its purposes;
 - h. safe working practices to minimise exposure to noise; and
 - *i.* the collective results of any health surveillance undertaken in accordance with regulation 9 in a form calculated to prevent those results from being identified as relating to a particular person.
- 3) The information, instruction and training required by paragraph (1) shall be updated to take account of significant changes in the type of work carried out or the working methods used by the employer.
- 4) The employer shall ensure that any person, whether or not his employee, who carries out work in connection with the employer's duties under these Regulations has suitable and sufficient information, instruction and training.

Regulation 8 of the Control of Vibration at Work Regulations 2005 stipulates that:



- 1) If
 - a. the risk assessment indicates that there is a risk to the health of his employees who are, or who are liable to be, exposed to vibration; or
 - b. employees are likely to be exposed to vibration at or above an exposure action value,

the employer shall provide those employees and their representatives with suitable and sufficient information, instruction and training.

- 2) Without prejudice to the generality of paragraph (1), the information, instruction and training provided under that paragraph shall include–
 - a. the organisational and technical measures taken in order to comply with the requirements of regulation 6;
 - b. the exposure limit values and action values set out in regulation 4;
 - c. the significant findings of the risk assessment, including any measurements taken, with an explanation of those findings;
 - d. why and how to detect and report signs of injury;
 - e. entitlement to appropriate health surveillance under regulation 7 and its purposes;
 - f. safe working practices to minimise exposure to vibration; and
 - g. the collective results of any health surveillance undertaken in accordance with regulation 7 in a form calculated to prevent those results from being identified as relating to a particular person.
- 3) The information, instruction and training required by paragraph (1) shall be updated to take account of significant changes in the type of work carried out or the working methods used by the employer.
- 4) The employer shall ensure that any person, whether or not his employee, who carries out work in connection with the employer's duties under these Regulations has suitable and sufficient information, instruction and training.







First Aid

All In Safety offer company/environment specific training on site to ensure that Regulation 3 of the Health and Safety (First-Aid) Regulations 1981 are adhered to. We take time to analyse the specific requirements under the Regulations to ensure non-duplicity but compliance. We initially assess the First Aid needs under the Regulations to determine numbers and levels of training required. This is either conducted directly by ourselves or by our trusted third party partners. These can be normally be delivered on your own premises or any other site and are fixed price regardless of numbers so are cost effective. As with all of our training, these can be combined with other courses and because they are company/environment specific reduce training time.

Regulation 3 stipulates that:

- 1) An employer shall provide, or ensure that there are provided, such equipment and facilities as are adequate and appropriate in the circumstances for enabling first-aid to be rendered to his employees if they are injured or become ill at work.
- 2) Subject to paragraphs (3) and (4), an employer shall provide, or ensure that there is provided, such number of suitable persons as is adequate and appropriate in the circumstances for rendering first-aid to his employees if they are injured or become ill at work; and for this purpose a person shall not be suitable unless he has undergone
 - a. such training and has such qualification as the Health and Safety Executive may approve for the time being in respect of that case or class of case, and
 - b. such additional training, if any, as may be appropriate in the circumstances of that case
- 3) Where a person provided under paragraph (2) is absent in temporary and exceptional circumstances it shall be sufficient compliance with that paragraph if the employer appoints a person, or ensures that a person is appointed, to take charge of
 - a. the situation relating to an injured or ill employee who will need help from a medical practitioner or nurse, and
 - b. the equipment and facilities provided under paragraph (1)

throughout the period of any such absence.

- 4) Where having regard to
 - a. the nature of the undertaking, and
 - b. the number of employees at work, and
 - c. the location of the establishment,

it would be adequate and appropriate if instead of a person for rendering first-aid there was a person appointed to take charge as in paragraph (3)(a) and (b), then instead of complying with paragraph (2) the employer may appoint such a person, or ensure that such a person is appointed.



Working at Heights

All In Safety offer company/environment specific training on site to ensure that Regulations 5 and 6(5) of the Work at Height Regulations 2005 are adhered to. We take time to analyse the specific requirements under the Regulations to ensure non-duplicity but compliance. These can be delivered on your own premises or any other site and are fixed price regardless of numbers so are cost effective. As with all of our training, these can be combined with other courses and because they are company/environment specific reduce training time.

PRICE: CAN BE AS LOW AS £15pp (BASED ON COURSE OF 12); £180-£240 FOR EACH ON-SITE SESSION DELIVERED ON-SITE, PRICE DEPENDING ON YOUR BUSINESS ACTIVITY, PREVIOUS EXPERIENCE, LOCATION Etc.

Regulation 5 stipulates that:

Every employer shall ensure that no person engages in any activity, including organisation, planning and supervision, in relation to work at height or work equipment for use in such work unless he is competent to do so or, if being trained, is being supervised by a competent person

Regulation 6(5) stipulates that:

Where the measures taken under paragraph (4) do not eliminate the risk of a fall occurring, every employer shall—

- a. so far as is reasonably practicable, provide sufficient work equipment to minimise
 - *i.* the distance and consequences; or
 - *ii.* where it is not reasonably practicable to minimise the distance, the consequences, of a fall; and
- b. without prejudice to the generality of paragraph (3), provide such additional training and instruction or take other additional suitable and sufficient measures to prevent, so far as is reasonably practicable, any person falling a distance liable to cause personal injury.





Other Topics

We at All In Safety are committed and proven trainers and can train most things that come under Health & Safety Legislation that is not mentioned here. In Addition, we have approved suppliers and beneficial rates that perform specialist training on our behalf in topics such as: PASMA, IPAF. Confined Spaces, Licensed UKATA Asbestos Training etc.

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