XCELERATE TRAINING INSTITUTE

your learning & development partner

HEALTH, SAFETY AND ENVIRONMENT (HSE)

Workplace Health and Safety Training Course

DURATION	LANGUAGE	FORMAT
5 days	English	Classroom / Online

Upcoming dates

Dates	Venue	Format	Fee
18 – 22 Jan 2027	Live online	Online (live)	€1,200
26 – 30 Jul 2027	Live online	Online (live)	€1,200
23 – 27 Aug 2027	Berlin	Classroom	€5,500

Register or ask a question

Online: x8ti.com/course/workplace-health-and-safety-training-course-2/

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Workplace Health and Safety Training Course

Introduction

Introduction

What is meant by Health and Safety in the Workplace? A thorough understanding of health and safety is essential in all workplaces, regardless of the job role, industry, or place of work. This course provides an in-depth guide to health and safety legislation and aims to raise awareness of the responsibilities that all managers and supervisors are expected to maintain. This course covers the basic health and safety principles and practices essential in the workplace, whether it is in an office space or at home.

What will the participants of the “Workplace Health and Safety Training Course” learn in this program? The participants will study workplace occupational health and safety, learn safe practices for offices, and understand how to identify and prevent risks associated with occupational safety and health.

This Xcelerate Training Institute course will empower you with details about each area of health and safety that your business may encounter and provides information on how to carry out successful risk assessment and implement the appropriate, adequate, and suitable control measures.

Learning Objectives

- Define work health and safety
- Justify why health and safety is important in the workplace
- Explain the potential consequences of breaching work health and safety laws
- Define the roles and responsibilities in managing workplace health and safety
- Clarify how to identify hazards and determine the risks that they pose
- Explain how to apply measures to control risks
- Describe what an accident is and identify the direct and indirect causes of accidents
- Outline the roles and responsibilities in emergency management
- Plan how to prepare for an emergency
- Understand how fires can start and how they can be averted
- Recognize how to avoid injuries from manual tasks

Training Methodology

- Lectures
- Seminars & Presentations
- Group Discussions
- Assignments
- Case Studies & Functional Exercises

Benefits For Your Organization

- Benefit from training your employees on the definition and importance of safety information, along with the different roles played in the workplace health and safety guidelines
- Document your workplace health and safety information systematically and efficiently

- Improve productivity by teaching your staff about the workplace health and safety work process and how it fits into the overall organizational work processes
- Achieve improved workplace health and safety, and higher employee morale, and increase productivity, and reduce costs of damage control
- Assess your workplace health and safety rating by evaluating its effectiveness to reduce injuries and illnesses and identifying and eliminating workplace hazards

Benefits For You

- Improve your performance through higher efficiency and greater worker productivity by being aware of workplace health and safety-related risks
- Engage in conversations about workplace health and safety, leading to improved occupational safety and better overall communication
- Avoid personal injuries by following predetermined safety parameters and best practices
- Learn how to perform a workplace health and safety study from experienced professionals: collecting information, selecting the team, leading a meeting, and documenting the results
- Focus on human factor issues to analyze workplace health and safety procedures in areas such as start-up, shutdown, and maintenance
- Get an opportunity to work through hands-on exercises in detail to gain the skills needed to facilitate a workplace health and safety study
- Gain the skills to plan, manage, facilitate, and scribe for a workplace health and safety study

Target Audience

This Workplace Health and Safety Training Course would be suitable for, but not limited to:

- Individuals employed in a workplace
- Stay-at-home employees
- Part-time workers
- Fresh graduates seeking employment
- Start-ups who are looking at setting up safe and healthy offices
- Anyone who aims to understand workplace health and safety

Course Outline

INTRODUCTION TO HEALTH AND SAFETY

- What is health & safety?
- Health and safety at your workplace
- A note about your workspace
- Introduction to health and safety at work
- Risk assessments

REPORTING OF INJURIES, DISEASES AND DANGEROUS OCCURRENCES REGULATIONS (RIDDOR)

- Accidents, incidents, and injuries
- The RIDDOR framework

- Accident book
- Health and safety made simple – the basics for your business
- The health and safety toolbox
- Who should report?
- An employer or in control of premises
- Self-employed
- A member of the public, employee, injured person, or a representative
- Gas suppliers
- Gas engineers
- Working offshore
- The responsible person
- What must be reported?
- Deaths and injuries caused by workplace accidents
- Occupational diseases
- Carcinogens, mutagens, and biological agents
- Specified injuries to workers
- Dangerous occurrences
- Gas incidents
- Re portable incidents

FIRST AID

- First aid kit
- Does my first aid kit stand up to the test?
- Wounds
- Heart
- Fractures
- Burns
- Poisoning
- Injuries
- Shock

FIRE SAFETY

- Fire safety
- What are the elements of fire?
- Fuel (Combustible Substance)
- Oxygen
- Heat
- Chain chemical reaction
- How fire spreads?
- Fire protection
- Control of Substances Hazardous to Health (COSHH)

- COSHH Additional information
- Fire terminology
- Classification of fires
- Types of fire extinguishers
- Extinguishing the fire
- Usage of fire extinguishers
- Employees' responsibilities
- Actions in the event of a fire

FIRE RISK ASSESSMENT

- Fire risk assessment
- Risks and precautions
- Recording the findings
- Emergency Evacuation Procedures

MANUAL & LONE WORKING

- Manual handling
- Lone working
- Managing clinical waste
- Keeping safe when working alone
- Work Equipment Regulations 1998

INDUSTRIAL HYGIENE

- Hazards in the workplace
- Entry points for toxic agents
- Airborne contaminants
- Asbestos hazards
- Hazard recognition, evaluation, and control

STRESS AND SAFETY

- Workplace Stress Defined
- Sources of workplace stress
- Human reaction to workplace stress
- Measurement of workplace stress
- Shift work, stress, and safety
- Improving safety by reducing stress
- Stress in safety managers
- Stress and workers compensation

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Registration Form

Workplace Health and Safety Training Course

Preferred dates: ..... Venue or online: .....

Duration: 5 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Email: .....

Payment

☐ Please invoice me ☐ Please invoice my company

Signature: ..... Date: .....

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