Getting approval to deliver...

Managing safely

iosh

It's not about teaching, it's about learning

We know that getting people fully involved, having fun and learning by doing is the way to achieve safety and health training success. We want to get delegates really thinking about what they're learning – and having the confidence and enthusiasm to put it into practice when they're back at work.

This course is unlike any other. You'll find a practical programme full of step-by-step guidance, and with a sharp business focus. But you'll also find that the highly innovative format and content engages and inspires delegates – critical to getting essential safety and health messages across.

Managing safely
- A flexible course (minimum 24 hours of face-to-face contact) covering the safety and health management basics in a high-impact interactive package
- High-quality animated graphics created exclusively for the course
- A sophisticated but fun presentation
- First-class technical content, based on what delegates need to know in practice
- No jargon or off-putting legal language
- Clear scenarios that managers can relate to
- A range of ready-to-use training tools, including a board game, films and quizzes

Marking success in *Managing safely*
Delegates who successfully complete the written and practical assessments recieve IOSH's *Managing safely* certificate.

Managing safely delivers...

Who is *Managing safely* for?

Managing safely is for managers and supervisors in any sector, and any organisation. It's designed to get managers up-to-speed on the practical actions they need to take to handle safety and health in their teams.

What will they get out of it?

Delegates will learn what they need to know – and are perhaps reluctant to learn about – in a refreshingly informal way.

Managing safely won't turn delegates into safety experts – but it will give them the knowledge and tools to tackle the safety and health issues they're responsible for. Importantly, it brings home just why safety and health is such an essential part of their job.

Successful delegates are awarded an IOSH *Managing safely* certificate.

What will employers get out of it?

- Nationally recognised and respected certificated training for their managers and supervisors
- Peace of mind offered by training that's designed and quality-assured by the Chartered body for safety and health professionals
- Flexibility – the programme can be delivered in time-slots that suit the business
- Two key areas – safety and health and environmental basics – are covered in a single programme

What will trainers get out of it?

- Straightforward, high-quality training designed by a team of specialists
- A ready-to-go programme pack – we've done the hard work, saving trainers the headache and the hassle
- Full back-up from our support team on every aspect of training, from advice on the training environment to guidance on marking assessments
- Free technical updates

And the end results are…

- fewer hours lost due to sickness and accidents, resulting in greater productivity
- improved, company-wide safety awareness culture and appreciation for safety measures
- proactive staff involvement to improve the workplace
- enhanced reputation within the supply chain.

Managing safely covers...

1 Introducing *Managing safely*
Some managers may see safety and health as an add-on to their role – even an intrusion. The first module makes it clear that managers are accountable for their teams, and makes a persuasive case for managing safely.

2 Assessing risks
This module defines and demystifies 'risk' and 'risk assessment'. Risk assessments and a simple scoring system are introduced, and delegates carry out a series of assessments.

3 Controlling risks
Here the session tackles cutting down risks, concentrating on the best techniques to control key risks, and how to choose the right method.

4 Understanding responsibilities
This module looks at the demands of the law and how the legal system works, and introduces a safety and health management system.

5 Understanding hazards
All the main issues any operation has to deal with are covered in this module – aggression and violence, asbestos, bullying, chemicals, computer workstations, confined spaces, drugs and alcohol, electricity, fire, getting in and out, heights, housekeeping, lighting, manual handling, noise, plant and machinery, radiation, slips and trips, stress, temperature, vehicles and transport, and vibration.

6 Investigating incidents
The session starts with why incidents should be investigated, and goes on to cover why things go wrong, and how to carry out an investigation when they do.

7 Measuring performance
This module explains how checking performance can help to improve safety and health. Delegates learn how to develop basic performance indicators, and get to grips with auditing and proactive and reactive measuring.

8 Protecting our environment
This module introduces business sustainability to explain how sustainable development can meet present needs without compromising the ability of future generations to meet theirs.

Memorable and thought-provoking facts, figures and case studies help to deepen insights over the whole course. Each module is backed by crystal-clear examples and recognisable scenarios, and summaries reinforce the key learning points. The course includes checklists and other materials for delegates to try out and then use when they get back to work.

Managing safely includes...

- two films that are embedded within the presentation
- full course presentation, featuring interactive sequences of high-quality animated graphics
- a board game and quizzes to bring safety and health to life and maximise interactivity
- user-friendly trainer notes (step-by-step guidance on delivering the course)
- a set of assessment and marking papers, including mock papers
- delegate workbook with sections for notes and Q&A sessions, and plenty of simple, custom-designed illustrations – no clip art!

The whole package fits into a sleek and robust carrying case.

You get access to IOSH's Course Management System (CMS) to help you manage and deliver IOSH-packaged courses through one central, web-based platform. The CMS allows us to keep our course content up to date, with the latest guidance. It also enables you to create personalised or translated versions of IOSH courses to address unique training needs. It's compatible on Windows with Internet Explorer version 10 or above, Chrome and Firefox (latest versions). It's also compatible on Macs with Safari and Chrome (latest versions).

Once you log in to the CMS, it's easy to run or manage your licensed courses, manage any other trainer users who are assigned to your training provider account, and produce information on course usage. We've produced a dedicated extension for the Chrome browser for you to install, so that you can deliver IOSH courses offline – anytime, anywhere, without an internet connection.

Delivering *Managing safely*

If you want to run *Managing safely*, you or someone from your organisation must be the 'nominated IOSH member'. It's this person's responsibility to oversee the course and act as the first line of quality control. Centrally, quality control is provided by IOSH's Training team.

All trainers who deliver *Managing safely* need to:
- be at least an Associate Member of IOSH. Where appropriate, all members' CPD must be in good standing
- have at least two years' practical safety and health experience
- have an adult training qualification at level 3 (QCF), such as an Award in Education and Training

OR
- two years' substantial, face-to-face, training delivery experience.

Call us on **+44 (0)116 257 3192** to talk through your training needs or email **courses@iosh.co.uk**.
Find more details online at **www.iosh.co.uk/managingsafely**

Managing safely

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IOSH is the Chartered body for health and safety professionals. With more than 44,000 members in over 120 countries, we're the world's largest professional health and safety organisation.

We set standards, and support, develop and connect our members with resources, guidance, events and training. We're the voice of the profession, and campaign on issues that affect millions of working people.

IOSH was founded in 1945 and is a registered charity with international NGO status.

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