

Effective Supervision of Health and Safety Distance Learning Course

Effective supervision, safety representatives and safety committees are critical to the operation of a management system to ensure that it consistently delivers commercial success and promotes the health and safety of personnel. Our course provides delegates with an understanding of the elements necessary to develop an effective health and safety culture within their organisation.



Outcomes

On completion of this course delegates will:

- Have a clear understanding of where the responsibility for safety lies within the organisation.
- Understand that all personnel have individual safety responsibilities and can affect the overall safety culture.
- Be able to demonstrate supervisory commitment to safety in your daily activities.
- Be able to define clear safety standards and achievable objectives.
- Understand that effective safety training and performance monitoring is critical to success.
- Recognise that prompt preventive action in the event of accidents and near misses is vital.
- Understand that communication is only effective when it occurs in both directions
- Be familiar with the various methods of communicating in order to enhance the safety message.
- Be able set up safety committees and nominate safety representatives.

Benefits

- The course is aimed at all employees within the workplace that work.
- Suitable for employees in all industry sectors.
- Ensures compliance with the relevant legislation including:
 - The Safety Representatives and Safety Committees Regulations 1977.
 - The Management of Health and Safety at Work Regulations
 - The Workplace (Health, Safety and Welfare) Regulations
- Discounts are available for 10 or more delegates.
- Can be customised to meet your company's procedures and processes (*please contact us to discuss your requirements*).
- Compliments our other courses:
 - IOSH Managing Safely Course
 - Dangerous Goods by Air, Road and Sea
 - Occupational Health and Safety

Course Basis

- No pre-requisites or prior knowledge required.
- Designed to be completed as a "self development correspondence course", this means that the delegate can decide how, when and where to carry out their studies and can ensure the delegate can prioritise their time, both at home and at work.
- This is a modular course and is provided via an online portal where the module, questionnaire and certificate can be accessed.
- Delegates emailed upon completion.
- Module is completed with a questionnaire.
- Upon completion the questionnaire is returned to ALM for marking.
- Access to qualified tutors via email or phone.

Course Duration

- Approximately 2 hours

Certification

- Successful delegates receive a Certificate of Successful Completion of Effective Supervision, Communication & Safety Committees

Effective Supervision of Health and Safety Distance Learning Course

Subjects Covered

Effective Supervision and Communication:

- Visible Supervisory Commitment to Safety
- Safety is a Management Responsibility
- Competent Safety Advisors
- Clear Safety Standards
- Techniques to Measure Safety Performance and setting realistic safety targets and objectives
- Audits of Safety Standards and Practices
- Importance of Effective Safety Training
- Thorough Investigation of Accidents/Incidents
- Effective Motivation and Communication

Safety Representatives and Safety Committees:

- Elections and Nominations of Safety Representatives
- Functions and Powers of a Safety Representative
- Functions of Safety Committees and Meetings
- Information and Documentation
- Time Off and Training

Additional Learning Options

To further enhance your learning, you can choose from the following additional distance learning courses:

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| • IOSH Managing Safely | • Introduction to Dangerous Goods by Air, Road, Sea and Rail |
| • Fire Safety Awareness | • Introduction to Permit to Work Systems |
| • Occupational Health and Safety | • Hazard Recognition and Risk Assessment |
| • COSHH Assessment | • Asbestos Awareness |
| • Ergonomics and Manual Handling | |
| • Environmental Awareness | |

£20.00 (plus VAT)
Per person

