



Catalyst Safety

health & safety specialists

Training and Competence

Specification

Training and Competence Specification



Introduction

One of the cornerstones of successful health and safety is competence at all levels of the organisation. It is essential that people have the capacity and capability to carry out their individual and collective health and safety responsibilities and as a result protect their health and safety as well as colleagues, clients and customers who could be affected by their acts and omissions.

Effective communication, instruction, training and supervision can have a number of benefits, beyond people being able to work safely:

- Minimise accidents and incidents.
- Provide a safe and healthy working environment.
- People better understand the risks associated with their work and how to control them.
- Reduce lost days and improve production.
- Promote a positive health and safety culture.
- Assists in complying with the law.
- Promote the company to clients and customers.

Training can take a variety of forms; however the aim should always be to make a difference. To be successful it should be interesting, challenging and, wherever possible, practical. It should also be based around real work situations relevant to the audience.

The main legal requirements in relation to training are to:

- Provide information, instruction, training and supervision to ensure the health and safety of employees. (Health and Safety at Work etc Act 1974, Section 2).
- Ensure employees are provided with adequate health and safety training (The Management of Health and Safety at Work Regulations 1999, Regulation 13).





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Health and Safety Training

We offer a hybrid training approach to establish or support a competency framework and then build on this through practical workshops to both develop people and improve health and safety.

Flexibility also essential to ensure effective use the time available, this is particularly important where traditional face to face training is difficult, e.g. during Covid-19. Therefore all our training will use blended learning, i.e. a mixture of classroom, practical workshops, individual learning, webinar and digital resources.

Key Courses

We provide tiered approach, which you can join at any point. It has four elements:



Accredited Training

A series of accredited NEBOSH and IOSH training courses which provide a recognised formal qualification to all levels of management and employees. The courses are delivered by a training expert with experience in your sector so that they are relevant to your organisation and use specific examples, case studies and exercises relating to your workplace.

The training can be delivered in a block or over a number of days depending on what suites best. We will reduce classroom time as much as possible and use online learning wherever possible. Each course is a standalone, however there also provides a development route.

The key course are as follows:

Course	Target Audience	Method	Duration
IOSH Leading Safely	Senior management	Face to face or webinar	5 hours
NEBOSH General Certificate in Health and Safety	Day to day H&S responsibility	Face to face, webinar or mixed	10 days
IOSH Managing Safely	Managers, supervisors, other with H&S responsibilities	Face to face, webinar or mixed.	4 days
IOSH Working Safely	Baseline qualification for everyone.	Face to face or webinar	1 day



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Practical Workshops

These workshops are intended to support the formal training outlined above to:

- Assist people in understanding their individual roles.
- Provide training on specific issues, subjects and policies.
- Establish and support a strong safety culture.
- Assist in personal development.

The training can be delivered using a mixture of workshop, practical application, individual learning, and feedback by webinar. Courses will be specific to your own workplace, policies and working practices. They can be split into smaller sessions to fit around other work demands.

The key courses are listed below. Please note we can deliver workshops on most subjects.

Asbestos Awareness	Fire Warden
Accidents and Incidents	Legionella Awareness
CDM	Lone Working
COSHH	Manual Handling
Contractor Management	Permit to Work
Fire Safety Awareness	Risk Assessment

Focus Groups

Focus Groups are not a traditional form of training; however they enable issues identified through accidents, incidents, results of audits and assessments etc to be discussed in an open, constructive, and collaborative way with a view to identifying effective solutions. By being involved in such groups, managers and employees learn a lot about the specific issues affecting various situations and people which they can take back into the workplace. This may lead to modifications in working practices and policies and to further training. We would chair and organise the group and assist in implementing actions arising from them.

Individual Learning

There may be managers and employees who would benefit from one-to-one training, guidance and mentoring. For example, a new manager may have specific health and safety duties that they have limited experience of delivering. We provide a service to facilitate this, to help identify development needs, plan and deliver training, and provide ongoing guidance to make lasting improvement.



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Further Information

For further information please contact gordon.allan@catalystsafety.co.uk or call 07973 736 967.

Catalyst Strategic Safety Management delivers solutions to all your health and safety risk management needs, including the following:



Health & Safety

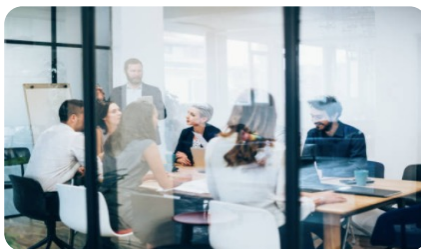
- Business Review
- Risk Assessments
- CDM
- Accident Investigation
- Expert Witness
- Policy Development
- ISO45001 Evaluation

Fire Safety

- Fire Risk Assessment
- Fire Strategy
- Passive Surveys
- Fire Engineering

Asbestos

- Asbestos Management Surveys
- R&D Surveys
- Project Management



Legionella

- Legionella Assessments
- Compliance Audits

Training

- Accredited NEBOSH and IOSH training
- Business specific training

Covid/Infection Control

- Compliance Audits
- Policy Development
- Guidance



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**To discuss this specification further,
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