



Health & Safety Induction

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Background

Health & Safety Induction is a perfect e-learning solution to your safety training needs. Unlike *Health & Safety Essentials* this program is designed with your office-based staff firmly in mind.

Health & Safety Induction can be used as a standalone solution however, when it is used alongside *Safety for Line Managers* it becomes a powerful tool to encourage culture change across your entire organisation.

The engaging content provided by *Health & Safety Induction* ensures your employees have a thorough understanding of their role within your safety program. This course ensures they are aware of the law, how the law affects them and their day-to-day safety responsibilities.

Management features

Health & Safety Induction is fully supported by PACE, Cardinus' powerful management module. Features include:

- Tools to monitor training records and identify your employees who have successfully completed their training. PACE will also identify your employees who have not started or not completed their training.
- Advanced automated email capability to encourage participation.
- Charting and sophisticated statistical reporting.
- Fully SCORM compliant.



OBJECTIVES

On completion of *Health & Safety Induction* delegates will be able to:

- Demonstrate an understanding of your organisation's Health & Safety policies and procedures.
- The role they play in keeping themselves and their colleagues safe.
- Understand how to communicate issues relating to health and safety.
- Understand the role of the health and safety manager and the health and safety committee.
- Recognise the common hazards in the workplace.
- Understand and apply the controls which are appropriate for these hazards.
- How to react to an emergency situation.

TOPICS COVERED

- An overview of safety law and relevant policies
- What is safety induction
- The role of the employee in preventing accidents
- How to gain competency in your role
- Emergency techniques including evacuation procedures
- Fire aid and reporting accidents and near-misses
- Dealing with defective equipments
- Use and maintenance of work equipment
- Dealing with gas and electrical problems.
- Good housekeeping standards.
- How to use DSE to stay free from discomfort.
- Tackling stress at work.
- Use and storage of harmful substances.
- Manual handling.
- Safety for under 18's, new or expectant mothers.
- Personal safety (on and off site)
- Driving safely and understanding the risks

DURATION

This is a 30 - 40 minute e-learning course.

COST

Health & Safety Induction represents great value for money. Licences vary from £2 - £20 depending upon the number of delegates. Please call Cardinus for more details.