

# Fire Awareness

This course aims to raise the awareness of the basic fire hazards and consequential risks in the workplace and to introduce learners to the main measures that should be taken to reduce the risk of fire breaking out. It meets the requirements of the ENTO Standards Unit B, Monitor procedures to control risks to health and safety and Unit C, Develop procedures to control risks to health and safety.

Learners will be able to demonstrate their understanding by:

- > identifying basic fire hazards and evaluating the main fire risks in a workplace,
- > explaining how basic fire prevention strategies can limit the risk of fire,
- > explaining how fire can spread through a building,
- > describing the appropriate fire fighting equipment needed to deal with specific fires,
- > describing a suitable means of escape,
- > outlining the key features of an evacuation procedure,
- > explaining the 6 stages in risk assessment.


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# Health and Safety Awareness

This course aims to promote the concept of the safe learner, the safe employee and the safe employer. It meets the requirements of the ENTO Standards Unit A, Ensure your own actions reduce risks to health and safety.

Learners will be able to demonstrate their understanding by:

- > explaining the basic obligations of employers and employees under health and safety legislation,
- > stating the role of the enforcing authorities,
- > defining hazard and risk,
- > identifying common hazards, their associated harms and appropriate controls,
- > listing the key features of HSG 65.


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# Implementing HSG 65

This course aims to introduce learners to the principles of successful health and safety management and more specifically the concept of self assessment and development planning. It meets the requirements of the ENTO Standards Unit E, Promoting a positive health and safety culture and the LSC objectives for self assessment and development planning.

Learners will be able to demonstrate their understanding by:

- > describing the principles and management practices required to effect a successful management system,
- > identifying the issues within an organisation which need to be addressed,
- > developing programmes of improvement including self audit and self assessment.

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# Incident Investigating

## Reporting and recording

This course aims to introduce learners to the procedures for accident investigation and reporting in order to comply with the requirements of the Reporting of Injuries, Disease and Dangerous Occurrence Regulations (RIDDOR). It meets the requirements of the ENTO Standards Unit F, Investigate and evaluate incidents and complaints in the workplace.

Learners will be able to demonstrate their understanding by:

- > explaining their legal obligations in relation to RIDDOR,
- > outlining the procedures for accident investigation,
- > describing the events which require reporting as specified within RIDDOR,
- > defining what is meant by accident and incident,
- > discussing the benefits of reactive monitoring.

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# Manual Handling Techniques

This course aims to introduce learners to the hazards, harms and controls associated with manual handling operations and to give learners the opportunity to practice good lifting techniques. It meets with the requirements of the ENTO Standards Unit C, Develop procedures to control risks to health and safety.

Learners will be able to demonstrate their understanding by:

- > stating their legal responsibilities in relation to the Manual Handling Operations Regulations,
- > identifying when to use lifting aids,
- > outlining key features of the spine,
- > listing the types of injuries associated with manual handling operations,
- > describing the key features of a kinetic lift,
- > demonstrating an ability to adopt the correct lifting techniques when moving a range of loads and recognising when assistance is required.

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# Risk Assessment

This course aims to provide those who are responsible for risk assessments with an understanding of the process and procedures for carrying out a suitable and sufficient risk assessment. It meets the requirements of the ENTO Standards Unit G, Conduct an assessment of risks in the workplace.

Learners will be able to demonstrate their understanding by:

- > explaining the requirements of Regulation 3 of the Management of Health and Safety at Work Regulations,
- > defining hazard and risk,
- > identifying common hazards,
- > analysing effects and consequences using a risk qualification model,
- > listing the hierarchy of controls,
- > outlining the principles of prevention and protection,
- > completing (with the aid of a tutor) risk assessment documentation.

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# Vetting the Workplace Provider

This course aims to promote the concept of the safe, healthy and supportive learning environment. It meets the requirements of the ENTO Standards Unit D, Review health and safety procedures in workplaces.

Learners will be able to demonstrate their understanding by:

- > explaining their legal responsibilities for vetting employers,
- > describing the role of the vetting person,
- > outlining the key features of a vetting tool,
- > stating how to recognise tell tale signs of inappropriate placements,
- > identifying the appropriate action to take and to know their own limitations.

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