



# Swan Fire Limited

**Giving you the control and knowledge to protect your business**

## Workplace Health & Safety - Half Day Course

You have a legal requirement to train all your staff in general health and safety in the workplace, at their induction and at intervals in accordance with your risk assessment, so here is **Swan Fire's** solution to ensuring that you are in control with minimum fuss and minimum cost.

### **Course Aim:**

To introduce delegates to an overview of the most important pieces of health and safety legislation covering workplaces today. To introduce a recognised management system to assist businesses in meeting their obligations in line with current best practice and legislation.

### **Course Contents Include:**

- A health and safety policy template in Microsoft Word format
- Details on the most prominent legislation acts and regulations including:
  - Manual handling
  - Display screen equipment
  - First aid
  - Welfare facilities including workstations and lighting
  - Control of substances hazardous to health
  - Personal protective equipment
  - Reporting of Injuries diseases and dangerous occurrences
  - Fire safety management
  - Alone Working

### **Course Costs:**

**At your premises for 12 delegates for the all inclusive price of £495.00 plus VAT**

Telephone  
**01865 481468**  
for more information or  
to book a training date  
Fax: 01865 481568

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