

*January 2021 –  
December 2021*



# Training Courses

Welcome to our extensive range of  
health & safety training

*Health & Safety Solutions (NW) Ltd  
(incorporating Early Years Hub)*

*Suite 12a, Bury Business Lodge, Imperial House,  
Barcroft Street, Bury, BL9 5BT*

 0161-447-8823

 [info@health-safety-solutions.net](mailto:info@health-safety-solutions.net)

 [health-safety-solutions.net](http://health-safety-solutions.net)





# Introduction

**Health and Safety Solutions (NW) Ltd** and Early Years Hub bring together training, information, support, and advice for those working in private businesses, schools, colleges, and early years establishments.

Our training courses provide high quality, affordable training, delivered to meet the needs of our customers. Our First Aid courses are awarded by the **First Aid Industry Body (FAIB)**. Our safeguarding courses are endorsed, and quality assured by a number of Greater Manchester Local Authority, Local Safeguarding Children Boards.

Our trainers are experts in the field of health and safety, experienced and skilled teacher practitioners who design and deliver courses using a working knowledge and understanding of current practice and guidance. They include qualified teachers, Emergency Service professionals and Ofsted inspectors. We are accredited by FAIB and maintain the highest standards of training and consultancy with regular quality assurance checks.



# Booking Information

**To book on any of our courses or events  
please visit our website [health-safetysolutions.net](http://health-safetysolutions.net)  
or email us at [info@health-safetysolutions.net](mailto:info@health-safetysolutions.net)**

It is important that when you make an email booking you tell us your name, establishment details, the course, and the date that you wish to apply for. Please also include a contact telephone number.

## **Payment**

Payment can be made by any of the following methods:

- By cheque payable to '**Health & Safety Solutions (NW) Ltd**' and posted to Health and Safety Solutions (NW) Ltd, Bury Business Lodge, 12a Imperial House. Barcroft Street, Bury. BL9 5BT.
- Payment can be made on the day of the event by paying either cash or cheque (unfortunately, we are unable to take credit/debit card payment).
- For payment by **BACS transfer** details please email:  
[info@health-safetysolutions.net](mailto:info@health-safetysolutions.net)

## **Non-payment and cancellations**

If payment is **NOT** made before the course start date certificates ***will not be issued.***

**We require 7 days' notice of cancellation or full costs will be incurred.**

## **In-House Training,**

We know it is not always practical and cost effective to send employees off-site to attend training especially if you have a group that requires the same training. All of our courses can be delivered at your establishment at a date and time convenient to you and your business needs. Please contact us for further details and prices.



# Our Training Venue

## Our Offices and Training Venue

Health and Safety Solutions (NW) Ltd,  
Suite 12a Imperial House  
Bury Business Lodge  
Barcroft Street,  
Bury. BL9 5BT.

Office telephone number: **0161 447 8823**

(Please note that the phones are manned 10.00-14.00, Monday -Friday)

Training is delivered in our training rooms at the above address at Bury Business Lodge in either Europa House or Imperial House. Please check confirmation e-mails for details of each course.



# Designated First Aid at Work Requalification (defibrillator training)

## Cost:

**£80.00 +VAT**

per person

Includes unlimited tea & coffee, books and certificates.

## Inhouse Training

Can also be offered as in-house training at a date and time convenient to you.

Training would need to be for 12 hours and the cost is £600+VAT for up to 15 participants (plus £65 per additional person)



## Dates & Times:

- 15th Jan (blended\*): ..... 9.30–4.00pm
- Thu 4th & Fri 5th Feb (full face to face): ..... 9.30–4.00pm
- 5th March (blended\*): ..... 9.30–4.00pm
- Mon 14th & Tues 15th June (full face to face): ..... 9.30–4.00pm
- 2nd July (blended\*): ..... 9.30–4.00pm
- 16th & 17th Sept (full face to face): ..... 9.30–4.00pm
- 8th Oct 2021 (blended\*): ..... 9.30–4.00pm
- 18th & 19th Nov (full face to face): ..... 9.30–4.00pm

**Venue:** Bury Business Lodge, Barcroft St., Bury, BL9 5BT

## Aims of the course:

This two-day course updates the First Aid skills of those who need to renew their First Aid at Work certificate. The contents of the First Aid at Work course. This course also covers using a defibrillator. Delegates will receive an AED certificate valid for one year alongside the First Aid at Work certificate valid for 3 years.

## Course content includes:

- the role of the First Aider
- Health & Safety Regulations.
- First Aid kits
- Managing an emergency
- Communication and casualty care.
- Head and spinal injuries
- CPR/Unconscious casualty/Choking/Drowning/Allergic reactions/Heart attack/Angina/Stroke
- Bleeding/Bandaging/Broken bones/Burns/Scalds/Poisons/
- Asthma/Epilepsy/Diabetes
- and all other common conditions and injuries.

It is a requirement that the designated first aid certificate is updated every 3 years. This course enables participants to update their original designated qualification.

**\*Blended option:** this involves 50% of the course being completed online. We issue the delegate with a link to our online course and this is then completed individually and at the delegate's own pace. The delegate will attend one day face to face training to complete the practical element of the training and the Trainer will assess competency





# Emergency First Aid at Work

## Cost:

**£50.00 +VAT**  
per person

Includes unlimited tea & coffee, books and certificates.

## Inhouse Training

Can also be offered as in-house training at a date and time convenient to you.

Training would need to be for 6 hours and the cost is £400+VAT for up to 15 participants (plus £35 per additional person)



## Dates & Times:

- Mon 25th January ..... 9.30 – 4.00pm
- Fri 12th March ..... 9.30 – 4.00pm
- Fri 11th June ..... 9.30 – 4.00pm
- 17th September ..... 9.30 – 4.00pm
- 17th November ..... 9.30 – 4.00pm

**Venue:** Bury Business Lodge, Barcroft St., Bury, BL9 5BT

## Aims of the course:

Our emergency first aid at work course covers the specified in the Health and Safety (First Aid) Regulations 1981.

## Course content includes:

This course gives learners the skills to help someone who is:

- unresponsive and breathing
- unresponsive and not breathing (including the use of an automated external defibrillator/AED)
- having a seizure
- bleeding heavily
- suffering from shock
- burnt

It also includes information on:

- dealing with an emergency
- assessing a casualty
- monitoring a casualty
- where to get help
- electrical incidents
- accident recording and reporting
- control of substances hazardous to health (COSHH).

# Fire Marshal/Fire Safety

## Cost:

**£25.00 +VAT**

per person

## Inhouse Training

Can also be offered as in-house training at a date and time convenient to you.

Training would need to be for 3 hours and the cost is £250+VAT for up to 20 participants (plus £10 per additional person)



## Dates & Times:

- Fri 12th Febuary..... 9.30–12.00pm
- Fri 7th May..... 9.30–12.00pm
- Fri 17th September..... 9.30–12.00pm
- Wed 24th November..... 9.30–12.00pm

**Venue:** Bury Business Lodge, Barcroft St., Bury, BL9 5BT

## Aims of the course:

This course will support those responsible for the safety of buildings, equipping them with understanding and knowledge of how to manage essential aspects of fire safety.

## Course content includes:

- how to recognise the cost of fire
- the role of the fire marshal
- liaison with the fire service
- action on discovering a fire
- fire safety legislation
- the chemistry of fire
- common causes of fire
- fire safety precautions and prevention
- fire drills and evacuation
- how to use fire extinguishers.

## Target audience:

Proprietors of settings, managers and those responsible for health and safety.





## Designated First Aid at Work (inc .defibrillator training)

### Cost:

**£130.00 +VAT**  
per person

Includes unlimited tea & coffee, books and certificates.

### Inhouse Training

Can also be offered as in-house training at a date and time convenient to you.

Training would need to be for 18 hours and the cost is £950+VAT for up to 15 participants (plus £80 per additional person)



### Dates & Times:

- Tue 19th, Wed, 20th, Thu 21st January..... 9.30–4.00pm
- Wed 10th, Thu 11th, Fri 12th March..... 9.30–4.00pm
- Mon 14th, Tue 15th, Wed 16th June..... 9.30–4.00pm
- Wed 15th, Thu 16th, Fri 17th September ..... 9.30–4.00pm
- Wed 8th, Thu 9th, Fri 10th December..... 9.30–4.00pm

**Venue:** Bury Business Lodge, Barcroft St., Bury, BL9 5BT

### Aims of the course:

This three-day course comprehensively covers the practical skills needed by First Aiders in the workplace. It meets the standards required to help employers comply with The Health & Safety at Work Act (First Aid) Regulations 1981. This course also covers using a defibrillator. Delegates will receive an AED certificate valid for one year alongside the First Aid at Work certificate valid for 3 years.

### Course content includes:

- The role of the First Aider
- Health & Safety Regulations
- First Aid kits
- Managing an emergency.
- Communication and casualty care.
- Head and spinal injuries
- CPR/Unconscious casualty/Choking/Drowning/Allergic reactions/Heart attack/Angina/Stroke
- Bleeding/Bandaging/Broken bones/Burns/Scalds/Poisons/Asthma/Epilepsy/Diabetes.
- And all other common conditions and injuries.

### Target audience:

Designed for anyone wanting to be the Designated First Aider in the workplace.





# Food Hygiene (inc. Food Allergen)

## Cost:

**£45.00 +VAT**

per person

Includes unlimited tea & coffee, books and certificates.

## Inhouse Training

Can also be offered as in-house training at a date and time convenient to you.

Training would need to be for 6 hours and the cost is £400+VAT for up to 15 participants (plus £35 per additional person)



## **Dates & Times:**

- Monday 15th March ..... 9.30 – 4.00pm
- Wednesday 9th June ..... 9.30 – 4.00pm
- Wednesday 15th September ..... 9.30 – 4.00pm

**Venue:** Bury Business Lodge, Barcroft St., Bury, BL9 5BT

## **Aims of the course:**

The course is designed principally for those who are, or intend to be, food handlers. A food handler is any person, in any type of food business, who handles food, whether open or packaged (food includes drinks and ice).

The way allergens are labelled on pre-packed foods is changing because of new regulations. The Food Information Regulation, which came into force in December 2014, introduces a requirement that food businesses need to provide information about the allergenic ingredients used in any food they sell or provide.

## **Course content includes:**

- legislation
- food safety hazards
- temperature control
- refrigeration, chilling, and cold holding.
- cooking, hot holding and reheating.
- food handling.
- principles of safe food storage.
- food premises and equipment.
- the main non-food allergens & the 14 main food allergens
- the main categories of food hazards
- preventing cross-contamination
- allergen handling PPE
- separation of products
- labelling
- cleaning and colour coding, cleaning stages, validation, and verification of cleaning
- the EU Food Information Regulations, 2014
- allergens in Catering.

There will be a multiple-choice exam at the end of the course.

## **Target audience:**

All food handlers



## Paediatric First Aid (12 hours face-to-face OR 6+6 Blended Learning)

### Cost:

**£70.00 +VAT**  
per person

### Inhouse Training

Can also be offered as in-house training at a date and time convenient to you.



### Dates & Times:

- Thu 14th January (blended\*) .....9.30-4.00pm
- Sat 16th & 23rd January (face to face).....9.30-4.00pm
- Fri 29th January (blended\*) .....9.30-4.00pm
- Sat 6th & 13th March (face to face) .....9.30-4.00pm
- Sat 1st & Sat 8th May (face to face) .....9.30-4.00pm
- Wed 5th May (blended\*) .....9.30-4.00pm
- Wed 16th June (blended\*) .....9.30-4.00pm
- Sat 17th July (blended\*).....9.30-4.00pm
- Wed 15th & Thu 16th September (face to face).....9.30-4.00pm
- Sat 25th September (blended\*) .....9.30-4.00pm
- Wed 13th October (blended\*).....9.30-4.00pm
- Sat 13th November (blended\*) .....9.30-4.00pm
- Wed 1st & Thu 2nd December (face to face).....9.30-4.00pm

The paediatric first aid course meets the Ofsted Early Years and Childcare Register requirements.

**Duration:** 12 hours Face to Face or Blended (see below) 6 hours online then 6 hours with the Trainer face to face.

### **Course content includes:**

Be able to provide first aid for an infant and a child:

- who is unresponsive and breathing normally, including child and infant resuscitation
- who is unresponsive and not breathing normally
- who has suffered a spinal injury
- who has a foreign body airway obstruction
- with external bleeding or conditions affecting eye, ears, nose
- with injuries to bones, joints and muscles

Understand how to administer emergency first aid to an infant and a child with a chronic medical condition or sudden illness:

- sickle cell crisis
- diabetic emergencies
- asthma attack
- allergic reaction (anaphylaxis)
- meningitis
- febrile convulsions.

Understand how to administer first aid to an infant and a child:

- who is experiencing the effects of extreme heat and cold
- who has sustained an electric shock
- with burns or scalds, stings, bumps, grazes, splinters, bitten, poison

**\*Blended option:** this involves 50% of the course being completed online. We issue the delegate with a link to our online course and this is then completed individually and at the delegate's own pace. The delegate will attend one day face to face training to complete the practical element of the training and the Trainer will assess competency

# Safeguarding Early Years

## Cost:

**£40.00 +VAT**  
per person

## Inhouse Training

Can also be offered as in-house training at a date and time convenient to you.

Training would need to be for 3 hours and the cost is £345+VAT for up to 15 participants (plus £15 per additional person)



## **Dates & Times:**

- Tue 12th January ..... 6.30-9.30pm
- Thu 11th February ..... 6.30-9.30pm
- Sat 8th May ..... 9.30-12.30pm
- Sat 10th July ..... 9.30-12.30pm
- Sat 11th September ..... 9.30-12.30pm
- Sat 13th November ..... 9.30-12.30pm
- Thu 25th November ..... 6.30-9.30pm

**Venue:** Bury Business Lodge, Barcroft St., Bury, BL9 5BT

## **Aims of the course:**

To provide important information regarding the safeguarding of children enabling delegates to respond confidently and appropriately should they be concerned about the safety and welfare of a child.

## **Course content includes:**

- Safeguarding - a legislative context/historic influences
- Understanding and applying Local Authority 'Thresholds of Need'
- Early Help and its role within safeguarding
- Recognising signs and indicators of abuse and neglect or that a girl may have been subjected to (or is at risk of) female genital mutilation
- Responding to a disclosure
- Information sharing
- Current/emergent themes, CSE, FGM and County Lines
- Allegations of professional abuse

This course will use bespoke Local Safeguarding Children Board (LSCB) guidance and threshold details for all delegates attending and has been endorsed by a number of LSCB's in Greater Manchester. All trainers delivering this course are experienced safeguarding practitioners.

## **Target audience:**

Early years providers; nurseries, pre-schools, out of school provision and childminders



## Mental Health First Aid Level 2

Cost:

£650 +VAT

Inhouse Only

**The training is for 6 hours for up to 16 participants and is offered as in-house training only.  
Contact us for further details**

This course will enable participants to help a person developing a mental health problem, experiencing the worsening of an existing mental health problem or in a mental health crisis. The course teaches delegates practical skills to spot the signs of mental illness and gives them the confidence to step in and support a person who needs assistance.

### **Who should attend?**

This course is suitable for those who want to gain the necessary skills to have a non-judgmental conversation, recognise the signs and of common mental health issues and support the Level 3 First Aid for Mental Health. Please be aware that this course covers subjects that some people may find distressing. If a delegate feels overwhelmed, they can leave the course at any time.

### **Course aims:**

It is recommended that more than one person per establishment is trained. This course will cover First Aid for Mental Health for both adults and children.

A range of First Aid for Mental Health related subjects are covered including:

- What is First Aid for Mental Health?
- Identifying mental health conditions
- Providing advice & starting a conversation Stress
- Mental health conditions Drugs and alcohol
- First Aid for Mental Health action plan
- First Aid for Mental Health in the workplace

A Level 2 Award in First Aid for Mental Health will be issued to the learner, subject to successful assessment, accredited by NUCO Training Ltd. The qualification is valid for 3 years, however annual refresher training is recommended.

**Please also see** the Level 3 training for Supervisors/Designated Safeguarding Lead

**Our trainer:** Sarah Keating is an experienced and qualified trainer who has been trained with Mental Health England and other awarding bodies to gain the expertise and knowledge to deliver First Aid for Mental Health.



# Mental Health First Aid Level 3

## Cost:

**£1200 +VAT**

This would be the full Level 3 course (inc. Level 2)

**Inhouse Only**



**The training is for 12 hours for up to 16 participants and is offered as in-house training only.**

**Contact us for further details**

This course will cover First Aid for Mental Health for both adults and children. Delegates will get a deep understanding of what mental health is and what factors can affect wellbeing. The course teaches delegates practical skills to spot the signs of a mental illness and gives them the confidence to step in and provide appropriate support to a person who needs assistance.

### **Who should attend?**

Supervisors/Designated Safeguarding Leads. This course is suitable for those who want to gain the necessary skills to have a non-judgmental conversation, recognise the signs and symptoms of common workplace mental health issues and effectively guide a person towards the right support. Please be aware that this course focuses on employees in the workplace and covers subjects that some people may find distressing, including suicide and self-harm. If a delegate feels overwhelmed, they can leave the course at any time.

### **Course aims:**

A range of First Aid for Mental Health related subjects are covered including:

- Depression
- Post-traumatic stress disorder
- Self-harm
- Suicide
- Eating disorders
- Bipolar disorder
- Personality disorders
- Psychosis
- Schizophrenia
- Anxiety

A Level 3 Award in First Aid for Mental Health will be issued to the learner, subject to successful assessment, accredited by NUCO . The qualification is valid for 3 years, however annual refresher training is recommended.

**Our trainer:** Sarah Keating is an experienced and qualified trainer who has been trained with Mental Health England and other awarding bodies to gain the expertise and knowledge to deliver First Aid for Mental Health.



## Conflict Resolution

### Cost:

£350 +VAT

Inhouse Only

**The training is for 3 hours for up to 20 participants and is offered as in-house training only.  
Contact us for further details**

#### ***Aims of the course***

The aim of this course is to recognise different aspects of conflict that delegates may encounter and to understand and be aware of different methods of resolving such conflicts within the workplace.

#### ***Course content includes:***

- common causes of conflict
- the two forms of communication and how this can breakdown
- exploring different attitudes and behaviours people may display and the impacts this has on others within the workplace
- two examples of communication models that can assist in a conflict situation
- exploring options on how to coach, counsel and turn around problems within workplace teams
- exploring ways to manage employee conflict and improve workplace communication and team productivity.

#### ***Target audience:***

Anyone wanting to resolve issues with conflict in the workplace



# Anaphylaxis (EpiPen) Training

Cost:

£150 +VAT

Inhouse Only

**The training is for 1 hour for up to 15 participants and is offered as in-house training only. Contact us for further details**

**Course aims:**

- Definition of Anaphylaxis
- Signs and Symptoms of an Allergic Reaction
- Use of Adrenaline Devices
- Practical Session
- Storage of Emergency Medication
- Advice on Care Plans and Documentation
- Current Legislation - Spare EpiPens
- Advice regarding avoidance of Allergic reactions in the school setting/ workplace

**Our trainer:**



**Marie McKittrick:** Marie has worked as a qualified Registered General Nurse for over 32 years. Initially specialising in Women's Health, Marie set up the first Emergency Assessment Unit for Women in North Manchester. She then went on to work in General Practice covering all aspects of Primary Care. Marie's latest role was in the Education sector working as a School Nurse in a large Independent school caring for the health and welfare needs of children from the ages of 3 -18yrs.





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