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Health & Safety
Training and Consultancy Solutions

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Welcome

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4 reasons why you should choose us:

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We believe that expertise matters: We only use fully-qualified and experienced professionals.

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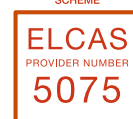
“BV Associates’ professionalism and dedication to those they support, through possibly the most traumatic part of their working life, is second to none.”
Mark Eaves

“BVA is more than a training provider and you get far more than you would expect. The team understands your needs and helps you every step of the way, even after training ends.”
Andy Peters

“Thank you so very much for the fantastic news about my exam results. It was clearly worth all the study. I thoroughly enjoyed the course and I am really looking forward to attending further training”
Steve Abbott



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MoD IN SUPPORT
OF THE ELC
SCHEME





OUR COURSE TYPES

NEBOSH

IOSH

Fire Safety Training

CITB Site Safety Plus

First Aid

Short Award Level Courses

Education & Training

e-Learning Courses

Specialist Courses

SERVICES WE PROVIDE

H&S Audits

H&S Inspections

Fire Risk Assessment (FRA)

Risk Assessment (RA)

Policy & Procedure Development

Outage Cover

Advice & Support

Our Competent Person Scheme



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NEBOSH Award in Health and Safety at Work Qualification

Who needs this qualification?

The NEBOSH Award in Health and Safety at Work is the first recognised qualification of its kind, piloted in 2009 and launched in 2010.

It is suitable for anyone who needs to understand the principles of health and safety as part of their job, including team leaders and supervisors, HR professionals, facilities managers and those training young people in a working environment.

Why is this training important?

This qualification is of direct benefit to organisations who are seeking to implement a health and safety management system. It will ensure their workforce and in particular supervisory staff can apply the principles of risk assessment and control of common workplace hazards.

Upskilling your workforce in risk assessment can help reduce the number of accidents in the workplace, improving staff morale, and resulting in costs saving for the business.

This course can be delivered within an organisation, or employees can attend accredited training courses run throughout the UK by our network of accredited course providers. NEBOSH accredited course providers offer a variety of flexible course centres around the globe.

Learning outcomes:

- Risk assessment hazards
- Controlling workplace hazards
- Fire, annual handling, work equipment, electrical safety, hazardous substances and transport

Facts:

Duration: Three-day programme.

Assessment: One hour multiple choice examination and one risk assessment activity.

Prerequisite: None.

Suggested progression: NEBOSH National General Certificate in Occupational Health and Safety.

In-House: Yes (Min 6/Max 12)

NEBOSH National General Certificate in Occupational Health and Safety

Who needs this qualification?

The National General Certificate in Occupational Health and Safety is the most widely-held health and safety qualification of its kind in the UK with over 170,000 people having gained the qualification since it was launched in 1989.

It is suitable for managers, supervisors and staff from all types of organisation making day-to-day decisions at work and needing a broad understanding of health and safety issues and an ability to manage risks effectively. Many people take the NEBOSH National General Certificate as a further step in a career in health and safety. It provides a valuable overview, and is a sound basis for further professional study.

Why is this training important?

Many larger organisations choose the NEBOSH National General Certificate as a key part of their supervisors' or management development programme. By ensuring that the line managers have a sound understanding of the principles of risk management they build an effective safety culture in the company. Smaller organisations, operating in lower-risk environments, often choose NEBOSH General Certificate as the appropriate qualification for the manager taking the lead on health and safety issues.

Learning outcomes:

- Legal requirements for health and safety at work
- Implementation of health and safety systems
- Identification of workplace hazards
- Methods of hazard control
- Practical application of knowledge and understanding

Facts:

Duration: Eleven-day programme.

Assessment: Two written examinations and one practical assignment.

Prerequisite: None.

Suggested progression: NEBOSH Diploma.

In-House: Yes (Min 6/Max 12)

NEBOSH Certificate in Fire Safety and Risk Management

Who needs this qualification?

The NEBOSH National Certificate in Fire Safety and Risk Management has been offered since 2005 and is already established as a leading qualification in fire safety, with over 8,000 candidates having achieved the qualification.

The National Fire Certificate has been designed for managers, supervisors, employee representatives and others to provide an appropriate breadth of underpinning knowledge for non-specialists in fire safety to enable them to discharge more effectively their organisational duties or functions with respect to workplace fire safety. It also aims to equip holders to contribute to the conduct and review of fire risk assessments and preventative and protective measures within most low risk workplaces, in accordance with the Regulatory Reform (Fire Safety) Order 2005 and/or the Fire Safety (Scotland) Regulations 2006.

Why is this training important?

The NEBOSH National Certificate in Fire Safety and Risk Management enables successful delegates to conduct and review fire risk assessments, recommending preventative and protective measures within most workplaces. You will become trained in the legal requirements, the principles of fire and explosion, the causes and prevention of fires and fire protection.

Learning Outcomes:

- Legal requirements for health and safety at work
- Implementation of health and safety management systems and managing fire safety
- Identification of workplace fire hazards
- Methods of fire hazard control
- Practical application of knowledge and understanding via a fire risk assessment

Facts

Duration: Five-day programme.

Assessment: One written examinations and one practical assignment.

Prerequisite: None.

Suggested Progression: NEBOSH Diploma.

In-House: Yes (Min 6/Max 12)

NEBOSH Certificate in Environmental Management

Who needs this qualification?

The NEBOSH Certificate in Environmental Management is designed for managers, supervisors and employees who have responsibility for managing environmental issues as part of their work in the UK and/or internationally, focusing on assessing environmental management systems. The syllabus includes UK, EU and international references. The qualification is designed to benefit companies in all industry sectors who are seeking to implement effective environmental management systems and to provide line managers with a sound understanding of the principles of managing environmental risk. Since its launch in 2009, over 1,300 candidates have achieved the Environmental Certificate.

Why is this training important?

The importance of the effect of business activities on the environment has long been acknowledged. Until relatively recently, business activities were generally thought to be in conflict with environmental constraints, but many companies, irrespective of size or type of business, now recognise that a more efficient use of resources can bring substantial cost savings (eg, raw materials, waste disposal, energy and transport).

Learning Outcomes:

- Environmental Management Systems and impact assessments
- Sources and use of energy and energy efficiency
- Control of pollution
- Planning for and dealing with environmental emergencies
- Practical application of knowledge and understanding

Facts:

Duration: Six-day programme.

Assessment: One written examination and one practical assignment.

Prerequisite: None.

Suggested Progression: NEBOSH Diploma.

In-House: Yes (Min 6/Max 12)

NEBOSH National Certificate in Construction Health and Safety

Who needs this qualification?

The NEBOSH National Certificate in Construction Health and Safety has been offered since 1989 and is established as a leading health and safety qualification for the construction industry, with over 16000 successful candidates.

The National Construction Certificate is designed for supervisors and managers within the construction industry and is designed to provide a sound breadth of underpinning knowledge that enables them to discharge more effectively their duties with respect to health and safety in construction activities.

Why is this training important?

In addition to the direct costs of sick pay and absence, employers can find themselves dealing with criminal prosecution (there were a total of 674 prosecutions in the UK during 2013/14), claims for compensation, adverse publicity and harm to both business reputation and profitability. The country's annual sick pay bill (for ill health and injury) is estimated at £14.2 billion in 2012/13.

The vast majority of occupational injuries, incidents and ill-health are avoidable by good health and safety management. By saving money, improving productivity and raising workforce morale, effective health and safety management should be recognised as an essential element of a successful management strategy.

Many larger construction organisations choose the NEBOSH National Construction Certificate as a key part of their supervisors' or management development programme. By ensuring that line managers have a sound understanding of the principles of risk management they build an effective safety culture in the company. Smaller construction organisations often choose the NEBOSH Construction Certificate as the appropriate qualification for the manager taking the lead on health and safety issues.

Learning Outcomes:

- Legal requirements for health and safety at work
- Implementation of health and safety management systems
- Identification of construction workplace hazards
- Methods of construction hazard control
- Practical application of knowledge and understanding

Facts:

Duration: Ten-day programme.

Assessment: One written examinations and one practical assignment.

Prerequisite: None.

Suggested Progression: NEBOSH Diploma.

In-House: Yes (Min 6/Max 12)

NEBOSH International Certificate in Oil and Gas Operational Safety

Who needs this qualification?

The NEBOSH International Technical Certificate in Oil and Gas Operational Safety is suitable for supervisors, managers, safety representatives and newly qualified health and safety advisors within the oil and gas industries, both within and outside the UK and is designed to provide a sound breadth of underpinning knowledge that enables them to manage oil and gas operational risks effectively. This qualification builds on the understanding already gained by studying the NEBOSH National or International General Certificate.

Why is this training important?

The importance of effective health and safety training in the oil and gas industry is highlighted by extensively reported examples of major process safety incidents including the 2010 Deepwater Horizon oil rig explosion in the Gulf of Mexico, the Buncefield oil storage depot explosion (2005), the 1988 Piper Alpha oil platform explosion (both occurring in the UK) and the Gas Plant explosion at Longford, Australia in 1998.

The NEBOSH International Technical Certificate in Oil and Gas Operational Safety is designed specifically for industry specialists with day-to-day safety responsibilities including managers, supervisors and health and safety advisers. It focuses on operational process safety and is intended to enable candidates to apply and implement effective process safety management across all areas of their operation and throughout the world.

Learning Outcomes:

- Health, safety and environmental management in context
- Hydrocarbon process safety
- Fire protection and emergency response
- Logistics, transport operations

Facts:

Duration: Five-day programme.

Assessment: One written examinations and one practical assignment.

Prerequisite: None.

Suggested Progression: NEBOSH Diploma.

In-House: Yes (Min 6/Max 12)

IOSH Managing Safely Course

Who needs this qualification?

Every manager should have an understanding of their responsibilities when it comes to health and safety.

A practical programme, full of step-by-step guidance, Managing safely has a sharp business focus. The hands on, jargon-free format engages and inspires, and has helped a huge range of businesses to raise standards of safety and health.

This flexible course is ideal for getting managers up-to-speed on the skills they need to tackle safety and health issues in the workplace.

Why is this training important?

- Greater productivity as fewer hours are lost due to sickness and accidents
- Improved company-wide safety awareness culture and appreciation for safety measures
- Active staff involvement to improve the workplace
- Nationally recognised and respected certification for managers and supervisors
- Enhanced reputation within the supply chain

Learning Outcomes:

- Assessing risks
- Controlling risks
- Understanding responsibilities
- Understanding hazards
- Investigating incidents
- Measuring performance
- Protecting our environment

Facts:

Duration: Five-day programme.

Assessment: Delegates are evaluated using a multi-format question paper and a multiple choice hazard spotting exercise.

Prerequisite: None.

Suggested Progression: NEBOSH National General Certificate Course.

In-House: Yes (Min 6/Max 20)

IOSH Working Safely Course

Who needs this qualification?

Everyone at work should have an understanding of why they must 'work safely'.

Working safely is a one-day course for people at any level, in any sector, that need a grounding in health and safety.

Ideal for introducing staff to why health and safety is important, working safely shows how everyone can make a difference to their own well-being and that of others through everyday behaviours. Fun and interactive, the course focuses on best practice rather than legislation.

Why is this training important?

- Greater productivity as fewer hours are lost due to sickness and accidents
- Improved company-wide safety awareness culture and appreciation for safety measures
- Active staff involvement to improve the workplace
- Nationally recognised and respected certification for managers and supervisors
- Enhanced reputation within the supply chain

Learning Outcomes:

- Introducing working safely
- Defining hazard and risk
- Identifying common hazards
- Improving safety performance
- Protecting our environment

Facts:

Duration: One-day programme.

Assessment: Delegates are evaluated using a multi-format question paper and a multiple choice hazard spotting exercise.

Prerequisite: None.

Suggested Progression: IOSH Managing safely course or the NEBOSH Award in Health and Safety at Work.

In-House: Yes (Min 6/Max 20)

Fire Safety Courses

Level 2 Award in Fire Safety Principles

Who needs this qualification?

The Level 2 Award in Fire Safety Principles is particularly useful for employees who are to have a designated responsibility for workplace fire safety, for example as fire wardens or fire marshals. It provides the knowledge that will allow them to carry out duties relating to fire safety and emergency procedures.

Why is this training important?

This course is designed for employees who hope to develop their basic fire safety awareness in order to assist their employer by undertaking more specific fire safety roles in the workplace to manage fire risk (e.g. as fire wardens/marshals/stewards etc.)

Learning Outcomes:

- Causes of fire in the workplace
- Fire hazards
- Characteristics of fire and smoke spread
- Fire control methods
- Means of escape
- Fire detection and raising the alarm
- Extinguishing fires
- Fixed fire-fighting systems
- The Regulatory Reform (Fire Safety) Order 2005
- Legal duties and penalties
- Fire risk assessment
- Fire safety inspections
- Role of the fire warden
- Induction briefings

Facts:

Duration: One-day programme.

Assessment: Multiple choice exam.

Prerequisite: None.

Progression: NEBOSH Award in Health and Safety at Work.

In-House: Yes (Min 8/Max 12)

Level 3 Award in Fire Safety Risk Assessment and Control

Who needs this qualification?

The CIEH Level 3 Award in Fire Safety Risk Assessment and Control helps candidates consolidate and develop their existing knowledge of workplace fire safety.

Why is this training important?

Candidates gain a thorough understanding of the formal fire risk assessment process for non-complex, low - or normal-risk premises that do not contain high risk associated with the work or building features.

Learning Outcomes:

This qualification enables successful participants to:

- Conduct a fire safety checklist in their work area
- Conduct a fire risk assessment in a low- or normal-risk premises
- Organise and implement a fire risk assessment programme or contribute to an existing one
- Participate in the identification of specific fire safety training needs through fire risk assessment
- Assist employers in meeting legal requirements and promote improved standards of fire safety in their workplace
- Self-evaluate their knowledge and skills, and to seek help where necessary

Facts:

Duration: Three-day programme.

Assessment: Multiple choice exam and a practical assessment.

Prerequisite: Level 2 Fire Safety or NEBOSH Fire Safety and Risk Management.

Progression: NEBOSH Award in Health and Safety at Work or the NEBOSH National General Certificate.

In-House: Yes (Min 8/Max 12)

Site Management Safety Training Scheme (SMSTS)

Who needs this qualification?

This is a five-day course which provides project managers, site managers and supervisors, business proprietors and client-based personnel with the knowledge and skills to enable them to ensure healthy and safe conditions for construction site employees.

Why is this training important?

The United Kingdom Contractors Group (UKCG) recognises this course as meeting the required standard for all managers working on UK Construction sites.

Upon successfully completing the course everyone will be awarded a CITB Site Safety Plus certificate.

Learning Outcomes:

- The Health and Safety at Work Act
- Construction Design and Management (CDM) Regulations
- Risk assessments/method statements
- Recent changes in accepted working practices
- Behavioural safety
- Management of occupational health
- Electricity
- Excavations
- Working at height
- Scaffolding
- Demolition
- Confined spaces

Facts:

Duration: Five-day programme.

Assessment: Delegates are evaluated using a multi-format question paper and a multiple choice hazard spotting exercise.

Prerequisite: None.

Suggested Progression:

Site Supervisors' Safety Training Scheme (SSSTS)

Who needs this qualification?

This two-day course introduces Site Supervisors to their legal responsibilities regarding health, safety, welfare and environmental issues.

This is a highly interactive course delivered by means of case studies, classroom discussion, group work and individual/group presentations. You will be continuously assessed and required to successfully complete a multiple-choice test.

Why is this training important?

The United Kingdom Contractors Group (UKCG) recognises this course as meeting the required standard for all managers working on UK Construction sites.

Upon successfully completing the course everyone will be awarded a CITB Site Safety Plus certificate.

Learning Outcomes:

- The Health and Safety at Work Act
- Specific site issues that challenge supervisors on a daily basis
- Effective toolbox talks
- Supervision of occupational health
- Behavioural safety

Facts:

Duration: Two-day programme.

Assessment: Delegates are evaluated using a multi-format question paper and a multiple choice hazard spotting exercise.

Prerequisite: None.

Suggested Progression:

Directors' Role for Health and Safety

Who needs this qualification?

This one-day course aims to highlight the human, economic and financial implications of non-compliance with health and safety legislation. You can discover how to promote a positive health and safety culture within your organisation.

Why is this training important?

The course is intended for Company Directors. Even if you are not directly responsible for Health & Safety in your company, in your role as a Company Director you have joint responsibility with your fellow directors under Health and Safety legislation.

You'll be encouraged to explore your legal responsibilities and consider how boardroom decisions impact on the health and safety of your workforce and there will be open-forum workshops to facilitate stimulating discussion.

The United Kingdom Contractors Group (UKCG) recognises this course as meeting the required standard for all managers working on UK Construction sites.

Learning Outcomes:

- Moral and human costs and the implications of decisions made in the boardroom
- The economic implications of an unsafe working environment
- Legal responsibilities with regards to health and safety
- The principles and importance of the risk assessment process
- Acquiring competent health and safety assistance and the limitations of such an appointment
- The basic tools of introducing a proactive health and safety culture

Facts:

Duration: One-day programme.

Assessment: Delegates are evaluated using a multi-format question paper and a multiple choice hazard spotting exercise.

Prerequisite: None.

Suggested Progression: The NEBOSH National General Certificate in Occupational Health and Safety.

Construction (Design & Management) Regulations 2015 – General Awareness

Who needs this qualification?

This one day course will provide an overview of the legal duties under current legislation for organisations and individuals involved in all types of construction work.

Why is this training important?

The Construction Design & Management Regulations (CDM) are the main set of regulations for managing the health, safety and welfare of construction projects. CDM applies to all building and construction work and includes new build, demolition, refurbishment, extensions, conversions, repair and maintenance.

Learning Outcomes:

At the end of the course delegates should be able to:

- Understand the legal requirements of CDM 2015
- Identify the roles of the client, principal contractor, principal designer, contractors and designers
- Appreciate the importance of the requirements for assessment of knowledge, skills, experience and resources
- Identify requirement for project documentation

Facts

Duration: One-day programme.

Assessment: Delegates are evaluated using a multi-format question paper and a multiple choice hazard spotting exercise.

Prerequisite: None.

Suggested Progression: The NEBOSH Certificate in Construction Health and Safety.

First Aid Courses

Level 3 Award in First Aid at Work

Who needs this qualification?

This comprehensive three-day course covers a wide range of first aid emergencies, enabling all participants to deal with emergency situations with confidence in a prompt, safe and effective way. In addition, this course will include any protocol changes that may have arisen since their last training course.

Why is this training important?

The course complies with Health & Safety (First Aid) Regulations and the approved code of practice L74 guidelines for the qualification of workplace first aiders.

Learning outcomes:

- Roles and responsibilities of a first aider
- Assessing an incident
- Unconscious casualties
- Cardiopulmonary resuscitation
- Choking
- External bleeding
- Shock
- Minor injuries
- Injuries to bones, joints and muscles
- Suspected head and spinal injuries
- Chest injuries
- Burns and scalds
- Eye injuries
- Sudden poisoning
- Anaphylaxis
- Major illnesses

Facts:

Duration: Three-day programme.

Assessment: Multiple choice exam and practical assessment.

Prerequisite: None.

Progression: CPR AED Training.

In-House: Yes (Min 8/Max 12)

Level 2 Award in Emergency First Aid

Who needs this qualification?

The Level 2 Award in Emergency First Aid at Work is suitable for lower-risk work environments where a full First Aid at Work qualification is not required, such as offices and shops and/or organisations with fewer than 100 employees.

Why is this training important?

Successfully completing the Level 2 Award in Emergency First Aid at Work will enable the candidate to act as a first aider in the workplace.

Learning outcomes:

The Level 2 Award in Emergency First Aid at Work comprises Unit 1 of the Level 3 Award in First Aid at Work and includes:

- Roles and responsibilities of a first aider
- Assessing an incident
- Unconscious casualties
- Cardiopulmonary resuscitation
- Choking
- External bleeding
- Shock
- Minor injuries

Facts:

Duration: One-day programme.

Assessment: Multiple choice exam and practical assessment.

Prerequisite: None.

Progression: Level 3 Award in First Aid at Work.

In-House: Yes (Min 8/Max 12)

First Aid Courses

Level 2 Award in Basic Life Support and Safe Use of Automated External Defibrillator

Who needs this qualification?

The Level 2 Award in Basic Life Support and Safe Use of an Automated External Defibrillator is suitable for all employees in a workplace where an AED is present for public use, whether or not they have previously undertaken first-aid training.

Why is this training important?

Automated External Defibrillators (AED's) are now becoming more common throughout a range of public and work places. A casualty's survival rate will dramatically increase if an AED is available and if you have appropriately qualified personnel to use it. This very practical course will enable your learners to use the AED competently and with confidence. Not only does this course deal with the use of an AED but it also includes vital training in resuscitation and choking procedures.

Learning outcomes:

On successful completion of the qualification, the learner will:

- Be able to manage an unresponsive casualty who is breathing normally
- Be able to manage an unresponsive casualty who is not breathing normally
- Know how to safely use an automated external defibrillator
- Be able to safely use an automated external defibrillator

Facts:

Duration: One-day programme.

Assessment: Multiple choice exam and practical assessment.

Prerequisite: 3-day First Aid at Work.

Progression: Requalification is required every 3-years.

In-House: Yes (Min 8/Max 12)

Level 3 Award in Paediatric First Aid

Who needs this qualification?

This course has been developed for those who are working with children and infants. It will be of particular interest to teachers, child minders, crèche assistants, playgroup personnel and anyone else who has a responsibility for their welfare whilst in your care. In order to obtain this qualification, you must attend both days and complete two units of accreditation.

Why is this training important?

We feel that every parent should complete this course but that is not always possible. However, it is ideal for individuals who are responsible for children and infants and who wish to gain a nationally-accredited Level 3 Award. This two-day course satisfies the guidelines and criteria as laid down by the Early Years Foundation Stage (EYFS) and Ofsted.

Learning outcomes:

A range of subject is covered including:

- Responsibilities and reporting
- Assessment of the situation
- Dealing with an unresponsive casualty
- Infantile convulsions
- Control of bleeding and shock
- Eye injuries
- Sickle Cell Anaemia
- Resuscitation
- Head Injuries
- Diabetes
- Foreign Bodies
- Anaphylaxis
- Fainting
- Choking
- Fractures
- Meningitis
- Burns
- Asthma

Facts:

Duration: Two-day programme.

Assessment: Multiple choice and practical assessment.

Prerequisite: None.

Progression: AED CPR Training.

In-House: Yes (Min 8/Max 12)

Short Award Level Courses

Level 2 Award: Health and Safety in the Workplace

Who needs this qualification?

This course is designed to ensure that all employees are aware of their own safety and the safety of customers, contractors and the public. This qualification can be tailored to business and individual needs to make the learning experience relevant and fit for purpose

Why is this training important?

Employers are responsible for providing safe and healthy workplace conditions as well as the right systems and methods for safe activities. Nevertheless employees also have a vital part to play in the equation. They need the right knowledge and the right attitude which demands proper training in the basics of health and safety, as well as specific training for individual tasks.

Learning outcomes:

To understand:

- The principles of health and safety and accident prevention
- The importance of risk assessment as a technique for accident and ill health prevention
- The responsibilities placed on employers and employees
- Hazard, risk and main causes of harm to workers
- The importance of following systems, procedures and rules
- How individual action can reduce risks to health and safety
- How workplace equipment and task design affect health and safety

Facts:

Duration: One day programme.

Assessment: Multiple choice exam.

Prerequisite: None.

Progression: NEBOSH Award in Health and Safety at Work.

In-House: Yes (Min 8/Max 12)

Level 2 Award: Principles of COSHH

Who needs this qualification?

This course is designed for those responsible for the Control of Substances Hazardous to Health (COSHH) at work, as well as employees who use hazardous substances in manufacturing, cleaning, healthcare, transport, utilities and offices.

Why is this training important?

This qualification will prepare employees to contribute to the safer use of hazardous substances in co-operation with their managers and supervisors.

Learning outcomes:

To identify:

- The hazards associated with those substances
- The risks and controls available to deal with the substances
- What to expect from a COSHH assessment

Facts:

Duration: Half day programme.

Assessment: Multiple choice exam.

Prerequisite: Level 2 Award in Health and Safety in the Workplace.

Progression: NEBOSH Award in Health and Safety at Work.

In-House: Yes (Min 8/Max 12)

Short Award Level Courses

Level 2 Award: Principles of Manual Handling

Who needs this qualification?

This course is aimed at those who carry out manual handling at work, it introduces candidates to the risks of manual handling and the controls available.

Why is this training important?

This qualification introduces candidates to the hazards and risks involved in manual handling and outlines what to expect from a manual handling assessment. It will enable employees to contribute to the development of safer manual handling methods and tasks in the workplace.

Learning outcomes:

To identify:

- The hazards of manual handling
- The risks involved and controls available
- What to expect from a manual handling assessment

Facts:

Duration: Half day programme.

Assessment: Multiple choice exam.

Prerequisite: None.

Progression: NEBOSH Award in Health and Safety at Work.

In-House: Yes (Min 8/Max 12)

Level 3 Award: Risk Assessment in Principle and Practice

Who needs this qualification?

This qualification provides a thorough understanding of the main categories of accidents and ill health, their socio-economic costs and the benefits of good health and safety management.

Designed for anyone with a responsibility to conduct risk assessments, such as: team leaders, supervisors, site managers and managers, quality controllers, technicians, engineers, health and safety specialists, personnel contributing to the risk assessment process.

Why is this training important?

A properly implemented programme of risk assessments can assist in the prevention of injuries, fatalities, property damage incidents and other losses. This not only helps to prevent human loss and suffering, but also assists the effective management and finance of any business or organisation.

Following the Management of Health and Safety at Work Regulations 1999, employers with five or more employees also need to record the significant findings of the risk assessment.

Learning outcomes:

- Conduct risk assessments (with the necessary technical knowledge in relation to the activities/ environments/ issues)
- Organise and implement a risk assessment programme
- Participate in the identification of specific training needs for the activities being assessed
- Assist employers in meeting legal requirements and promote improved standards of health and safety within their organisation

Facts:

Duration: Two-day programme.

Assessment: Multiple choice exam.

Prerequisite: None.

Progression: The NEBOSH General Certificate in Occupational Health and Safety.

In-House: Yes (Min 8/Max 12)

Education and Training Courses

Level 3 Award in Education and Training

Who needs this qualification?

This qualification is designed for people who:

- Are not in a teaching role or who have just started a teaching role
- Want a short qualification
- Want a qualification without a minimum teaching practice requirement

Why is this training important?

The training helps individuals who are new to teaching to develop an understanding of how to deliver inclusive and engaging training programmes that meet learners' needs.

Learning outcomes:

- Develop understanding of the teaching role and responsibilities
- Learn how to maintain a safe and supportive learning environment
- Plan, deliver and evaluate inclusive teaching and learning
- Develop understanding of the types and methods of assessment used in education and training
- Learn how to involve learners and others in the assessment process
- Understand requirements for keeping records

Facts:

Duration: Five-day programme.

Assessment: Two MCQ examinations and one assessment (including a micro-teaching session).

Prerequisite: None.

Progression: Level 4 Award in Education and Training.

In-House: Yes (Min 6/Max 10)

Train the Trainer (In-House)

Who needs this qualification?

Whether you are delivering a 'tool box talk' or staff training, it needs to be a systematic process which begins with identifying the training requirement and then deciding on the most appropriate training solution that is relevant to your organisational needs.

Why is this training important?

You will benefit from this course if you are new to training or if you already have a responsibility for training and want to improve your existing training skills and techniques.

Learning outcomes:

At the end of this course you will be able to:

- Describe the systematic approach to training and development
- Select the appropriate training method taking into account individual learning styles
- Design effective learning material
- Develop strategies for building rapport and managing group participation
- Identify your own personal style as a trainer
- Learn how to evaluate training back at the workplace and at an organisational level

Facts:

Duration: One-day programme.

Assessment: A single micro-teaching session.

Prerequisite: None.

Progression: Level 3 Award in Education and Training.

In-House: Yes (Min 8/Max 12)

e-Learning Courses

e-Learning NEBOSH National General Certificate in Occupational Health and Safety

This is the UK's top qualification for those who want to start a career in health and safety. The course provides a broad understanding of the general health and safety issues that affect organisations and explores relevant UK health and safety legislation.

The e-learning NEBOSH National General Certificate in Occupational Health and Safety is for:

- Managers, supervisors and worker representatives
- Those wishing to start a career in health and safety
- Those that wish to gain Tech IOSH or AIIRSM
- Students who need to be able to learn flexibly, at their own pace in their own time

e-Learning NEBOSH National Certificate in Construction Health and Safety

Choose the NEBOSH Construction Certificate to gain an understanding of the health and safety risks that affect the construction industry and how to manage them effectively, whilst also exploring the relevant UK legislation. People who hold this qualification will be in an excellent position for career progression and further study on to the NEBOSH National Diploma.

The NEBOSH National Certificate in Construction Health and Safety (NCC) includes all the learning materials you will need for:

- Unit NGC1 - Management of health and safety
- Unit NCC1 - Managing and controlling hazards in construction activities
- Unit NCC2 - Construction health and safety practical application

The course is available online and involves 162 hours of study, which can be done in a flexible way to suit your availability to study during the course. We will agree a learning plan that will take you to an agreed examination date.

Examinations take place in March, June, September and December. Study programmes are designed to lead towards these dates.

The NEBOSH National General Certificate in Occupational Health and Safety (NGC) includes all the learning materials you will need for:

- Unit NGC1 - Management of health and safety
- Unit GC2 - Controlling workplace hazards
- Unit GC3 - Health and safety practical application

This course is available online and involves 130 hours of study, which can be done in a flexible way to suit your availability to study during the course. We will agree a learning plan that will take you to an agreed examination date. It also includes revision and examination practice papers, including the option of carrying out a mock examination.

Examinations take place in March, June, September and December. Study programmes are designed to lead towards these dates.

e-Learning NEBOSH Diploma in Health and Safety

This is the UK's top qualification for those who want to excel in a health and safety career. People who hold this qualification are sought after by top employers looking for practitioners in this fast-changing profession. This qualification provides an excellent understanding of a wide range of health and safety risks, explaining how they can be managed effectively and exploring the relevant UK legislation.

The NEBOSH National Diploma in Occupational Health and Safety (ND) includes learning materials for the following units of the qualification:

- Unit A - Managing health and safety
- Unit B - Hazardous agents in the workplace
- Unit C - Workplace and work equipment safety

The course is available online and involves a total of 468 hours of study, which can be done in a flexible way to suit your availability to study during the course. This is made up of 166 hours of study for Unit A, 121 hours of study for Unit B and 125 hours of study for Unit C. We will agree a learning plan that will take you to an agreed examination and assignment submission dates.

Learning is assessed by one written examination for each taught unit, A, B and C. A workplace-based written assignment, Unit D - 'Application of health and safety theory and practice', is set and marked by NEBOSH. All units must be completed within 5 years to achieve the full NEBOSH National Diploma in Occupational Health and Safety.

Examinations take place in January and July and assignments are submitted in March, August and November. Study programmes are designed to lead towards these dates.

Specialist Courses

Forklift Truck Training

As we have grown we have listened to our clients and we can arrange any of the following specialist courses at your premises.

BV Associates can arrange the delivery of professional accredited training in the safe operation and driving of Forklift Truck training including:

- Reach Forklift
- Bendie Truck
- Counterbalance Reach Truck
- Counterbalance Fork Truck
- Rough Terrain Telehandlers
- Mobile Elevated Work Platform (MEWP)
- Telehandler
- Multi Directional Load Stacker
- Pedestrian Truck Training
- Managing Fork Truck Safe Practices and Techniques

Learning Outcomes.

The courses will cover the following:

- Health & Safety at Work Act 1974 – approved code of practice
- Operator safety and observation
- Pre-Shift checks
- Defect reporting procedures
- Lift Truck stability – engineering principles and weight assessment
- Driving using simulated working conditions
- Manoeuvring skills
- Rated capacity/load
- Hydraulic system and use of the controls
- Stacking/de-stacking – load handling skills
- Vehicle loading and offloading
- Refuelling and recharging procedures including battery handling and housing
- Theoretical and practical assessments are included

Contact us today to discuss your specific requirements.

Slinger/Banksman Training

Having a qualified Slinging and Lifting Banks person among your employees will help minimize risk and improve safety during any lifting operation.

BV Associates' can arrange a designed package for any customers requirements including:

- Slinging and Lifting Techniques
- Banksman Training
- Safety Awareness Whilst Operating an Overhead Crane
- Overhead Crane Operator and Basic Slinging Course Training

Learning Outcomes:

The courses will cover the following:

- The Legal Duties
- Responsibilities
- Lifting Tackle Types and Uses
- Storage
- Understanding of Equipment Limitations
- Weight Estimation
- Care and Maintenance of Equipment
- Hooking Up Procedures
- Communication and Signals

Contact us to discuss your specific requirements.

Specialist Courses

Abrasive Wheel Training

This course is designed and structured to provide training in the safe use of abrasive wheels and meets with the requirements of the Provision and Use of Work Equipment Regulations 1998 (PUWER 98).

The HSE have also published guidance on what is best practice and how to comply with the law in HSG 17 "Safety in the Use of Abrasive Wheels".

Therefore, in relation to abrasive wheels, PUWER 98 requires, among other things, that all machinery is suitable for its intended use and is properly maintained, and that employees, including those using, mounting and managing the operation of abrasive wheels, are fully informed and properly trained in their safe use.

Learning Outcomes:

The courses will cover the following:

- Provides a brief outline of the Health and Safety at Work Act 1974
- Provision & Use of Work Equipment Regulations 1998
- Safety in the use of abrasive wheels HSG17
- Personal Protective Equipment Regulations 1998
- The correct use of PPE
- Hazards arising from use of abrasive wheels
- Methods of marking abrasive wheels
- Methods of storing, handling & transporting of abrasive wheels
- Mounting procedures & precautions of abrasive wheels.
- Diamond wheels
- Electric and petrol machines
- Safe use of the machines and equipment
- Question papers with feedback from course delegates
- Balancing of grinding wheels, correct method of dressing wheels
- Adjustment of guards and rests
- Practical exercise to include all elements on bench grinders, portable Disc cutters & grinders

Facts:

Duration: One-day programme.

Assessment: Short MCOQ and a Practical Assessment.

Prerequisite: None.

Contact us to discuss your specific requirements.

Working at Heights (Including Ladders)

Falls from height are one of the biggest causes of workplace fatalities and major injuries. Common causes include falls from ladders and through fragile roofs. The purpose of the Working at Height Regulations 2005 is to prevent death and injury from a fall from height.

Work at height means work in any place where, if there were no precautions in place, a person could fall a distance liable to cause personal injury. There is no minimum height restriction to classify work as being 'at height'.

Therefore, people who work at height must be competent to do so. This means having the necessary skills, knowledge and experience.

Learning Outcomes:

By the end of the programme delegates will be:

- Aware of relevant Health & Safety Legislation
- Aware of local procedures and Risk Assessment
- Able to correctly use a fall arrest harness
- Aware of how to correctly use appropriate access equipment

The courses will cover the following:

- Legislation
- Accident Reports and Prevention and Investigation.
- COSHH
- Fire Prevention
- Risk Assessment
- Method Statements
- Manual Handling
- Access Equipment
- Steps and Ladders
- Towers
- Scaffold
- Harnesses
- Machines (MEWPs)
- Cradles
- Roof Protection

Facts:

Duration: One-day programme.

Assessment: Short MCOQ and a Practical Assessment.

Prerequisite: None.

Contact us to discuss your specific requirements.

Audit

Why have a Health & Safety Audit?

Periodical audits are an effective way of monitoring the safety performance of the business and observing what is really happening in the work place.

If you're not sure how to get going with health and safety, our audits are an ideal place to start. We can help with a broad range of safety issues.

What will we look at?

No matter what the size or nature of your business our Health & Safety audits evaluate the following for you:

- Policy & Procedures
- COSHH / Asbestos
- Accident Reporting
- Noise at Work
- Contractor Control
- Manual Handling
- Safety Training / Information
- Computer Operator Safety (DSE Assessment)
- Management Monitoring
- Waste
- Facilities
- Structure / Ventilation / Light
- Work Equipment
- First Aid
- Personal Protective Equipment
- Slips, Trips and Falls

Our promise to you:

Our advice will help inform appropriate and proportionate management strategies for your business.

We will describe:

- The nature of each deficiency
- What to do to rectify any situation
- The general safety status of your business

Once completed, we discuss the results with you and then send you a comprehensive report. Our reports are easy to read, jargon free and written in plain English.

Contact us to discuss your specific requirements.

Inspections

Why have a Health & Safety Inspection?

Everyone who visits your workplace or is affected by your work activities could be at risk if you fail to identify an issue that could cause harm or damage

Inspections are a vital element of any safety management system. They should be used to determine whether you are meeting the standards you have set for your workplace and work activities.

They are important because if they are carried out effectively, they allow you to identify and remedy problems before they become more serious or result in an accident.

What will we look at?

Our consultants can provide professional support and guidance relating to any part of your business.

Our promise to you:

Our advice will help inform appropriate and proportionate corrective action. Our report will highlight:

- The nature of each deficiency
- What to do to rectify any situation

Once completed, we discuss the results with you and then send you a comprehensive report. Our reports are easy to read, jargon free and written in plain English.

Contact us to discuss your specific requirements.

Fire Risk Assessment

Why have a FRA?

Risk assessments aren't just a legal requirement – they underpin your entire fire safety plan.

Under the FSO, a responsible person must carry out a fire safety risk assessment and implement and maintain a fire management plan.

This is where BV Associates can help. We will thoroughly survey your premises providing your company with a comprehensive risk assessment detailing the appropriate corrective measures.

What will we look at?

To conduct the fire risk assessment, our fire risk assessor will visit your premises and undertake a comprehensive evaluation of all areas of the property.

This would include:

- Property age & condition
- Persons at risk
- Potential fire safety hazards and risk
- Potential ignition sources & combustible materials
- Fire prevention & management
- Fire safety signage
- Fire safety equipment & maintenance
- Fire safety training & drills
- Means of escape in the event of fire
- Deficiencies in existing fire safety & risk precautions
- An evaluation of your existing emergency fire procedures, training & drills

Our promise to you:

After the fire assessment we will provide you with a comprehensive written report giving you a detailed and documented FRA. The report will prioritise any remedial action to ensure that you comply with fire safety regulations.

Our reports are easy to read, jargon free and written in plain English.

Contact us to discuss your specific requirements.

Risk Assessment

Why have a Risk Assessment?

Risk Assessments are a fundamental requirement for businesses. If you don't know, or appreciate where the risks are, you are putting yourself, your employees, your customers and your organisation in danger.

A Risk Assessment is a systematic method of looking at work activities, considering what could go wrong, and deciding on suitable control measures to prevent loss, damage or injury in the workplace.

The assessment should include the controls required to eliminate, reduce or minimise the risks.

What will we look at?

Our consultants can provide professional support and guidance relating to any risk to your business, employees and customers.

Our advice will help inform appropriate and proportionate corrective action. Our report will highlight:

- The nature of each risk
- What to do to rectify any situation
- We will then continue to work with you to ensure that any Risk Assessment requirement is in place

Our promise to you:

Once completed, we discuss the results with you and then send you a comprehensive report. Our reports are easy to read, jargon free and written in plain English.

Contact us to discuss your specific requirements.

Policy and Procedure Development

Why have an external check of your Policy and Procedures?

Policies and procedures should be reviewed at least twice a year because they can become outdated, unclear or even contrary to current best practices.

Policies are administrative tools that help employers attain your business objectives. They describe what is to be done and why it is to be done.

Procedures are a description of a process or action. They comprise the commonly accepted ways to perform routine or repetitive tasks.

What will we look at?

At BV Associates, we understand any evaluation of Policies and Procedures takes time. Further, we understand that your time is better spent focusing on growth and success - so use us to evaluate your existing paperwork.

Our consultants will read and make comprehensive recommendations on their findings.

Our promise to you:

Our advice will help inform appropriate and proportionate corrective action. Our report will highlight:

- The nature of each deficiency
- What to do to rectify any situation

Once completed, we discuss the results with you. Our reports are easy to read, jargon free and written in plain English.

Contact us to discuss your specific requirements.

Temporary Health and Safety Cover

Do you need temporary cover?

Our Health and Safety Service is delivered by experienced and highly qualified Health and Safety Consultants who are all either qualified members of the Institution of Occupational Safety and Health (IOSH) or the International Institute of Risk and Safety Management (IIRSM). No matter what health and safety support you need, we have got you covered. Here are two examples of where we have helped:

Example 1: Last year we were asked if we could conduct Fire Risk Assessors for schools all over Scotland. We completed the requirement within the schools holidays.

Example 2: Each year we are asked to supply four interim health & safety managers to support the UK's waste and re-cycling sector. Our support enabled the existing H&S manager to focus on the remainder of the site whilst we focused on the job at hand.

Our promise to you:

No matter the level of Health and Safety cover you need, we can supply fully qualified health & safety temporary, contract and interim cover throughout the UK.

Contact us to discuss your specific requirements.

Advice and Support

At BV Associates, our national health and safety team understand that safety goes beyond mere compliance with legislative obligations and that creating and maintaining a safety culture is critical to ensuring the health and safety of workers.

Safety regulation in the United Kingdom is undergoing a significant period of change. The introduction of the updated regulations and guidance is the result of the intention to simplify the approach to safety nationally. Regardless, the fundamental principles of ensuring that companies adopt best practice to manage their hazards and risks have not changed.

Our promise to you:

Our extensive team of safety consultants is able to advise on all aspects of workplace health and safety law and has extensive experience of health and safety requirements within the construction, energy, oil and gas, renewables, manufacturing and engineering sectors.

We can help you:

- Understand changes to legislation
- Ensure your directors, senior managers, safety professionals and workers all understand
- Their obligations (including any potential personal liability) and the practical steps required to meet these obligations
- By providing consultants on variable contracts to meet your safety requirements
- By providing safety training to your workforce to realise your requirements under health and safety legislation
- To develop a positive safety culture that will drive down accidents and near misses to allow you to focus on production and other aspects of your business

Why not call us today to find out how we can help your business.

Our Competent Person Scheme

Why have a Competent Person

Did you know that every company is required by law to have an appointed competent person that can assist you in ensuring you meet the necessary legal health and safety obligations? This means that as an employer you must appoint someone competent to provide sound advice on all matters of health and safety.

Appointing BV Associates as your health and safety competent person ensures your company is not only meeting its necessary legal requirements but gives you peace of mind that your companies health and safety needs are in safe hands.

What we will look at?

As part of being your health and safety competent person we carry out all the necessary steps to ensure your business is fully compliant:

- Analyse, update and/or implement a health and safety management system
- Review, update and if required create the necessary health and safety documentation
- Carry out any necessary onsite audits & inspections
- Ensure all staff have the necessary levels of health and safety training required to meet the necessary legal requirements and ensure you and your employees are completely safe

Our promise to you:

We understand that no two businesses are alike so our competent person scheme is always tailored to your requirements.

Using us as your competent person means you will have flexible and effective advice on hand for whenever you need it.

All our members of staff are highly trained and professionals in every area of health and safety.

Contact us to discuss your specific requirements.

One point of contact

At **BV Associates** we can offer you the complete health and safety training and consultancy solution. We can provide the experience, standards and innovation your company or you as an individual deserves.

4 reasons why you should choose us:

We are realistically priced: Quality is at the very forefront of what we do.

We believe that expertise matters: We only use fully-qualified and experienced professionals.

We make it easy: Our administrative team will put you at ease knowing that we have everything in hand, allowing you to focus on whatever else life is throwing at you.

Whenever, wherever and whatever: Whether you are looking for bespoke, in-house, classroom, e-learning or blended learning, let us provide the solution to meet your training requirements.

Find out how BV Associates can support your organisation's objectives.

Contact us on 01494 864100 to discuss your specific requirements or email us at info@bvassociates.co.uk

“BV Associates’ professionalism and dedication to those they support, through possibly the most traumatic part of their working life, is second to none.”
Mark Eaves

“BVA is more than a training provider and you get far more than you would expect. The team understands your needs and helps you every step of the way, even after training ends.”
Andy Peters

“Thank you so very much for the fantastic news about my exam results. It was clearly worth all the study. I thoroughly enjoyed the course and I am really looking forward to attending further training”
Steve Abbott



APPROVED BY THE
MoD IN SUPPORT
OF THE ELC
SCHEME

