

HEALTH AND SAFETY

Introduction to Health & Safety

- What is meant by 'health and safety' at work?
- Understand the terms 'hazard', 'risk' and 'harm'
- Identify the main types of accidents and ill-health
- Understand the legal responsibilities of employers
- Understand the legal responsibilities of employees
- The importance of following instructions, safety rules and safe procedures at work

Workplace Hazards and Risks

- Slips, trips and falls
- Working at Height
- Manual Handling
- Hazardous Substances
- Machinery & Vehicles
- Electricity
- Fire
- Stress

Workplace Conditions

- The benefits of good housekeeping
- The benefits of keeping traffic routes, means of access, escape routes and emergency exits free from obstructions
- The importance of suitable levels of lighting, temperature, noise and ventilation in the workplace
- The types of welfare provision in the workplace
- The different safety signs used in the workplace

Workplace Procedures

- The need for workers to report injuries, ill health, dangerous events and unsafe conditions promptly to the employer
- The purpose of first-aid provision in the workplace
- The types of personal protection equipment that may be provided in the workplace and the hazards against which each type offers protection

FOOD SAFETY & HYGIENE

The Importance of Food Safety

- The consequences of poor standards and good standards.
- How food can become contaminated.
- The concept of cross-contamination and to prevent it
- The importance of time and temperature in the storage and cooking/processing of food

The Importance of Hygiene

- Definition of the terms hygiene, infection, contamination, transmission and micro-organism.
- The process by which micro-organisms spread and the factors that influence the transmission of infection

Personal Hygiene

- The need for, and suitable methods of, hand washing.
- The risks if hands are not correctly washed and the action to take if there are cuts or abrasions to the skin.
- The importance, properties, use and care of PPE/C

Cleaning

- The terms cleaning, disinfection and sanitizers and decontamination.
- How cleaning chemicals, disinfectants and sanitizers are used safely.
- How clean suitable cloths should be used for different tasks.
- The significance of cleaning schedules