

## Managing safely covers...

### 1. Introducing managing safely

Some managers may see health and safety as an add-on to their role – even an intrusion. The first module makes it clear that managers are accountable for their teams, and makes a persuasive case for managing safely.

### 2. Assessing risks

This module defines and demystifies 'risk' and 'risk assessment'. Risk assessments and a simple scoring system are introduced, and delegates carry out a series of assessments.

### 3. Controlling risks

Here the session tackles cutting risks down, concentrating on the best techniques to control key risks, and how to choose the right method.

### 4. Understanding your responsibilities

This module looks at the demands of the law and how the legal system works, and introduces a health and safety management system.

### 5. Identifying hazards

All the main issues any operation has to deal with are covered in this module – entrances and exits, work traffic, fire, chemicals, electricity, physical and verbal abuse, bullying, stress, noise, housekeeping and the working environment, slips, trips and falls, working at height, computers and manual handling.

### 6. Investigating accidents and incidents

The session starts with why accidents should be investigated, and goes on to cover why things go wrong, and how to carry out an investigation when they do.

### 7. Measuring performance

This module explains how checking performance can help to improve health and safety. Delegates learn how to develop basic performance indicators, and get to grips with auditing and proactive and reactive measuring.

### 8. Protecting our environment

A short but effective introduction to waste and pollution leads into a look at how organisations and individual managers can get involved in cutting down environmental impacts.

Memorable and thought-provoking facts, figures and case studies help drive the points home over the whole course. Each module is backed by crystal clear examples and recognisable scenarios, and summaries reinforce the key learning points. The course includes checklists and other materials for delegates to try out and then use when they get back to work.

Sample the presentation at [www.iosh.co.uk/enjoylearning](http://www.iosh.co.uk/enjoylearning).