

RISK ASSESSMENT TRAINING

- Legal Requirements
- Background Information
- Practical Assessment

RISK ASSESSMENT TRAINING

Introduction

A one day course including practical exercises in general risk assessment as required by Regulation 3, Management of Health and Safety at Work Regulations 1999. This will enable delegates to effectively carry out and record a suitable and sufficient assessment, identify control measures and summarise the necessary precautions. It will also enable delegates to identify the need for further specific assessments such as manual handling, COSHH, display screen equipment or noise.

Who Should Attend

Managers and supervisors who are required to manage safety in compliance with company policy, and health and safety legislation. Also employees who need a practical understanding of risk assessment technique.

Aims

To enable delegates to understand:-

- The legal background, and how 'risk assessment' based legislation has evolved from earlier prescriptive 'rule-based' requirements.
- The difference between 'hazard' and 'risk'.
- Simple 'risk-rating' techniques, and how risks can vary according to the nature of the site or persons exposed.
- The need to do what is 'reasonably practicable'.
- How to select the most suitable and effective control measures.
- The need to record and summarise assessment effectively, and in an easy to read format.
- When to review assessments on a periodic basis.
- How risk assessment based strategies apply to other specific areas of legislation.

Short awareness training on:-

- i) Manual handling assessment
 - ii) COSHH assessment
- When to seek specialist advice and assistance.

Objectives

On successful completion of the course delegates will be able to:

- State the current legal requirements regarding risk assessment and control measures.
- Define 'hazard' and 'risk'.
- Recognise how certain employees can be more 'at risk' than others.
- Effectively carry out and record an assessment using a simple risk-rating system.
- Understand the 'hierarchy of control' and recommend the most suitable control measures.
- Summarise the findings and recommendations of a risk assessment.
- Recognise when further assessments may be needed in order to ensure their continuing validity.
- Recognise the limits of their own competence and know when to seek specialist advice and assessment.

Method of Assessment

- Classroom exercise in assessing a simple task i.e. writing step-by-step procedure, identifying hazards, rating risks and recommending control measures.
- Short (20 minutes) multiple-choice test paper.
- Practical risk assessment of a task or site nominated or agreed by delegates.

All delegates receive copies of presentation slides, full course notes and blank assessment forms. On successful completion of the course, a Certificate of Achievement will be awarded by ATG Health & Safety Consultants Ltd.

RISK ASSESSMENT COURSE – OUTLINE SYLLABUS

INTRODUCTION

- Aims
- Objectives

1) Risk Assessment Theory

- What is ‘risk assessment’?
- Who should carry it out?
- Legal background

2) How to do it?

- Hazard identification
- Risk Rating
- Controlling Risks
- Recording and Reviewing

3) Practical Session

- Classroom exercise
- Assessing a work activity
- Hazard spotting

Practical Session (continued)

- Brief Discussion on ‘Hazard Spotting’

4) Specific Assessments

- Manual Handling
- Control of substances hazardous to health

5) Multiple-Choice Exam (20 minutes)

6) Final Discussion

- Where now?
- Action plan