

HEALTH & SAFETY

DIVISION

Health & Safety Division

Health and safety is becoming an increasingly important part of today's working environment, but with legislation constantly changing to meet new issues it is very difficult to know everything there is to know about health & safety.

Safesite's Health & Safety Division provides services tailored to suit your health & safety needs. From on-site risk assessments to comprehensive training and risk management, Safesite can help you gain a better understanding of the complex issues arising from Health & Safety Regulations in the workplace and help you to comply with the latest legislation.

RISK-ASSESSMENTS/SAFETY AUDITS:

Detailed assessments of your premises to help identify your health & safety requirements and advise on how to ensure a safe working environment for all.

TRAINING COURSES:

Our bespoke training courses delivered by experienced NEBOSH safety qualified instructors are designed to provide you with an in-depth understanding of your legal duties when it comes to specific health & safety matters.

Health & Safety Consultancy

Safety legislation sets out so many legal requirements for employers that it is sometimes difficult to keep up with change or find the time, resources and expertise to achieve the required levels of compliance.

Safesite provides a comprehensive and cost effective range of safety services which enable you to make your working environment a safe place to work. Our health and safety services are different – we listen to your concerns, discuss your requirements and provide assistance and advice that you want and need.

Services include:

- Business Safety Healthcheck
- Review of your health and safety policy
- Workplace risk assessments
- Fire risk assessments and fire safety training
- COSHH assessments and training
- DSE assessments and staff DSE training
- Practical manual handling training
- DDA access audits and training
- Range of professional safety training courses

For further information please contact Samantha Molyneux at Safesite on
Tel: 01293 529977 or email: sam@safesite.co.uk



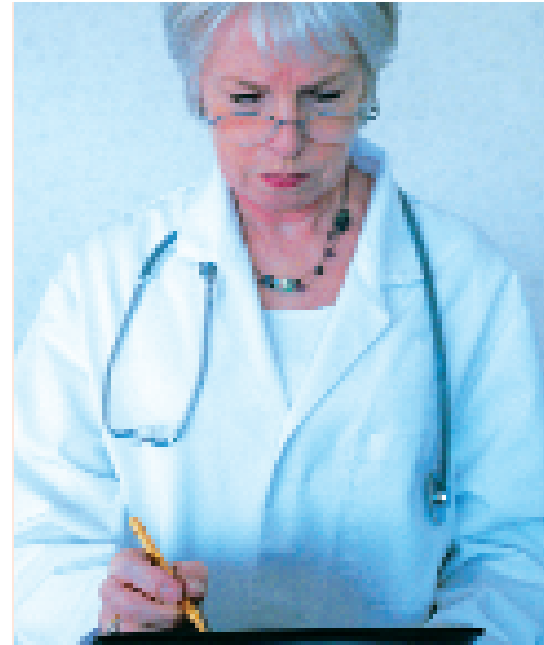
Business Safety Healthcheck

Managing risk in your company and trying to keep up with the ever changing legislative requirements can be difficult, expensive and time consuming. Risks take many forms so it is essential that companies have systems in place to manage them. One key area of risk is the health and safety of your company's employees, contractors and members of the public, who may be affected by your activities – are you totally safe?

Safesite has a different approach to your needs through our in-house Business Safety Healthcheck. Our service identifies areas of risk within your company that are not being managed effectively and provides a simple and comprehensive package of recommendations that can assist you in improving your standards of safety.

The difference with Safesite's Business Safety Healthcheck is that the service is cost effective and personalised – offering a service that meets your needs, not a pre-prepared package of standard requirements.

We examine all areas of your business including risk assessment, COSHH, fire safety, electrical safety, asbestos, DDA, safety training, policy documents, manual handling, visitor safety, new employee induction, first aid, safety signs and safety management systems.



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Workplace Risk Assessment

Every business has a statutory obligation to carry out assessments of the risks that are present in its workplace and to review these risks periodically.

Safety legislation requires that the assessment is carried out by a "competent person" and that all areas of your business activities are assessed in order to:

- Identify any hazards that are involved
- Identify the likelihood of those hazards causing harm
- Identify who may be harmed
- Evaluate what steps are required to eliminate or minimise the risks

Safesite's professional Workplace Risk Assessment service includes:

- Comprehensive risk assessments by a qualified safety practitioner
- Practical safety advice to make your business a safe place to work
- Risk assessment periodic review service
- Follow-up assistance and advice relating to the safe management of your business



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Fire Risk Assessment

Every year, fire costs UK companies millions of pounds, from damage to property, loss of business, litigation, fines, compensation claims and increased insurance premiums. It can be the end for small businesses, although many fires can be avoided by taking fire precautions.

As a result of the Regulatory Reform (Fire Safety) Order 2005, fire certificates will no longer be required and employers will have a legal obligation to carry out fire risk assessments of their premises in order to identify requirements and implement procedures.

Safesite's professional and comprehensive Fire Risk Assessment is compliant with new fire legislation and is tailored to your needs. The service includes:

- Identification of workplace fire hazards and risks to life
- Fire safety management guidance and advice
- Preparation of fire emergency plans, evacuation procedures and records
- Advice on fire fighting equipment, alarms, emergency lighting, signs, equipment maintenance and related fire safety documentation

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DDA Access Audit

Every business that provides a service to the public, has a duty under the Disability Discrimination Act 1995 to consider the requirements of the disabled community and to make reasonable adjustments where it is justified to do so.

Safesite's trained access auditor can help you to identify physical and non-physical barriers within your workplace by conducting a comprehensive audit of your premises and services.

During an access audit, all areas of your premises are inspected. Having discussed financial resources with you, a report and recommendations are provided that will help to guide you in deciding what is required to make your premises accessible to disabled people.

Our professional DDA Access Audit includes:

- Thorough inspection of all areas at your premises
- Examination of current procedures, practices and policies
- Assessment of facilities and services for those with mobility, hearing and visual impairments
- Detailed report on findings
- Practical recommendations on how to make reasonable adjustments
- Advice on auxiliary aids and services



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Working At Height Assessment

The Work at Height Regulations 2005 place a duty on employers, the self-employed and any person who controls the work of others to do all that is reasonably practicable to avoid, prevent and reduce the consequences of anyone from falling. This now applies to all industries, not just construction, and covers work at any height above and below ground level, including window cleaning, plant maintenance, changing light bulbs in an office and stacking shelves in a store.

Safesite's professional and comprehensive Working at Height Assessment complies with all legislation and is tailored to your specific requirements. The service includes:

- Examination of the required task/work/operation that is taking place or being proposed
- Appraisal of the existing method of work and associated documentation
- Extensive risk assessment of the task/work/operation
- Detailed report on findings
- Practical recommendations on how to carry out the task/work/operation safely
- Advice on working at height equipment, training and supervision

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Asbestos Awareness Training Course

It is estimated that up to 500,000 non-domestic buildings in the UK contain some form of asbestos and around 3,500 people die each year as a result of exposure to asbestos.

Safesite's Asbestos Awareness Training Course is designed to provide employers, building managers and those responsible for Health & Safety with an understanding and appreciation of the legal and practical requirements to protect themselves, their employees and visitors from the risks associated with asbestos on their premises.

Course content Includes:

- Types of asbestos
- Properties of asbestos
- Health effects of exposure to asbestos
- Identification and location of asbestos in buildings
- Asbestos containing materials and products
- Asbestos content in products
- Asbestos regulations and related legislation
- Duty to manage asbestos in non-domestic premises
- Management actions to prevent and reduce exposure
- Licensable work and notification requirements
- Types of asbestos surveys
- Asbestos risk assessments
- Control measures to prevent exposure
- Selection of contractors



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Fire Safety Training Course

Do your employees know what to do in the event of a fire?

Safesite's Fire Safety Training Course provides a sound understanding of the requirements under current fire legislation. The course delivers a high degree of training, empowering employees with the knowledge and ability to confidently use extinguishers to tackle the initial outbreak of a fire.

Course content Includes:

- The anatomy of fire
- Awareness of the threats posed by fire
- Raising the alarm
- How to limit the spread of fire
- Safe evacuation
- Understanding fire extinguishers
- Selecting the correct extinguisher
- Practical extinguisher use



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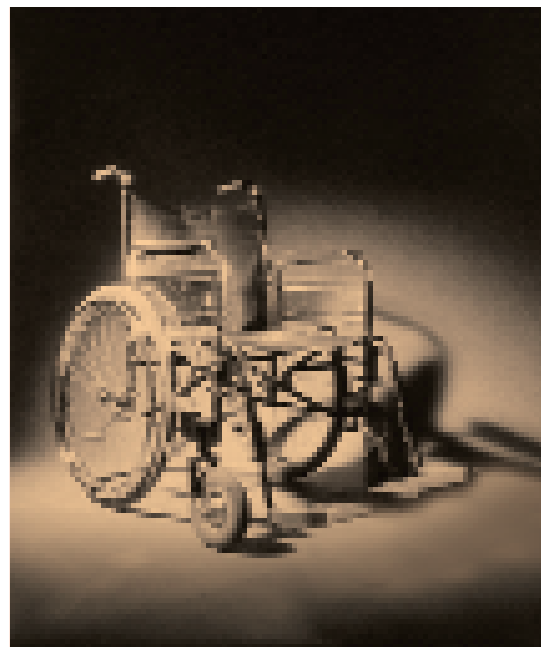
DDA Awareness Training Course

The Disability Discrimination Act (DDA) applies to all employers and everyone who provides access, services or goods to the public.

Safesite's course provides staff and employers with comprehensive training on the DDA and a thorough understanding of their legal obligations to be able to provide a level of service which does not discriminate against disabled people in the community.

Course content includes:

- Disability awareness
- Extent of disability
- Accessibility issues
- Requirements of the DDA
- Legal obligations
- Discrimination issues
- Potential costs and liabilities
- Less favourable treatment
- Justification of actions
- Reasonable adjustment
- Management actions
- Provisions for the disabled
- Staff training
- Related legislation and planning requirements



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Workplace Risk Assessor Training Course

Risk assessments are an important part of any health and safety policy as they help you to identify an activity, highlight the significant hazards and risks and then put control measures in place to prevent an accident from occurring.

Safesite's course provides employers, staff and those responsible for controlling risks on their premises with a sound understanding of risk control, and the practical knowledge and ability to carry out risk assessments with confidence.

Course content includes:

- Principles of risk assessment
- Legislation governing risk assessments
- Employers' legal obligations
- Identification of hazards and risk
- Evaluating and calculating risk
- Recording and reviewing assessments
- Understanding documentation and terminology
- Practical risk assessments
- Risk assessment registers
- Hierarchy of control
- Selection of control measures
- Special risk areas



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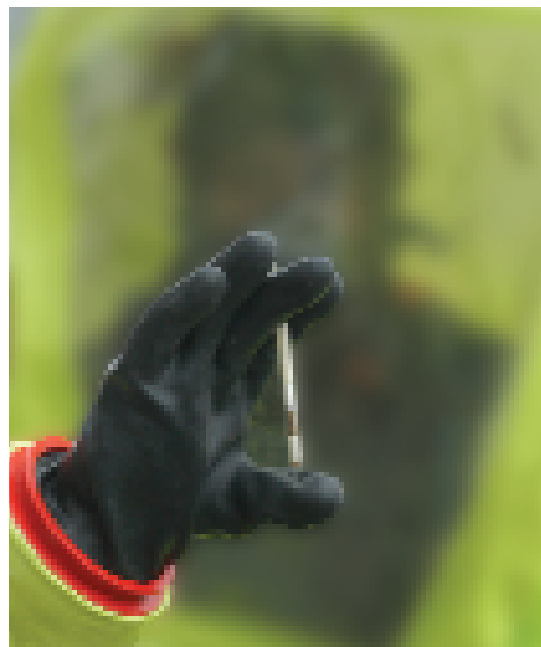
COSHH Assessor Training Course

Using chemicals or other hazardous substances at work can put people's health at risk. Under the Control of Substances Hazardous to Health Regulations (COSHH), employers must control exposure to any hazardous substance which can be harmful to the employees and others.

Safesite's course provides employers, staff and those responsible for controlling hazardous substances and related risks with a thorough understanding of the regulations and the required knowledge and ability to confidently carry out COSHH assessments.

Course content includes:

- Types and properties of chemicals
- Routes of entry
- Health effects of exposure
- Identification of hazardous substances
- Legal requirements
- COSHH Regulations
- Chemicals (Hazard, Information and Packaging for Supply) Regulations
- Hazards and risk
- PPE and respiratory protective equipment
- COSHH assessments



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Manual Handling Training Course

Musculoskeletal Disorders (MSDs) such as back pain are the most common cause of ill health with around 1 million people affected a year, costing an estimated £5.7 billion. These injuries occur wherever people are at work in places such as building sites, factories, offices, warehouses, hospitals and whilst making deliveries.

Safesite's Manual Handling Training Course is designed to help people understand the risks associated with manual handling so that appropriate measures can be taken to assess and reduce these risks.

Course content Includes:

- Why we lift incorrectly
- Stresses and strains of incorrect manual handling
- Mechanics of the spine
- Manual handling legislation
- Practical manual handling demonstrations and training
- Stress reducing techniques
- Mechanical aids
- Manual handling assessments



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Working At Height Training Course

Work at height is an essential part of many jobs including window cleaning, maintenance of air conditioning units, CCTV and other electrical equipment as well as construction work. Falls from height continue to be the most common cause of serious injuries and fatalities to employees, but experience shows that falls usually occur as a result of poor training and management.

Safesite's Working at Height Training Course is designed to provide employers, employees, designers and those responsible for work at height with an understanding of the risks and the required knowledge to ensure that work at any height can be planned and carried out safely.

Course content Includes:

- What is work at height?
- Statistical trends
- Legal obligations including duty to protect temporary workers and non-employees
- Assessing the risks
- Permits to work
- Organisation, planning & competency
- Selection of equipment based on HSE's hierarchy of control
- Recertification and inspection of equipment
- Record keeping and documentation
- Planning issues



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Fire Warden Training Course

It only takes a few minutes from the time of ignition before a fire develops to a point where it can not be controlled effectively with a fire extinguisher. Time is therefore of the essence if fire damage is to be limited and people evacuated from a premises in a safe and controlled manner.

Safesite's Fire Warden Training Course is designed to provide nominated Fire Wardens with an understanding of the importance of fire safety and their duties so that they are able to act in a competent manner in the event of a fire.

Course content Includes:

- Fire safety legislation
- Fire safety precautions
- Fire statistics
- The anatomy of fire
- Common causes of fire including arson
- Action on discovering a fire
- Evacuation procedures
- Fire action notices
- Regular fire safety checks
- Record keeping
- Staff induction
- Fire extinguishing methods
- Selecting the correct extinguisher
- Practical extinguisher use



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Fire Safety for Managers Training Course

Fire costs businesses millions of pounds each year through damage to property, loss of business, fines, compensation and increased insurance premiums. Legislation places a duty on those responsible for premises to ensure a fire safe environment within the workplace.

Safesite's Fire Safety for Managers Training Course is designed to provide managers with an understanding of what measures need to be put in place to prevent a fire and how to address a fire situation.

Course content Includes:

- Statistics on fire including arson
- Fire chemistry
- Company fire procedures including appointed persons and fire wardens
- RACE concept
- Raising the alarm
- How to limit the spread of fire
- Safe evacuation
- Understanding fire extinguishers
- Selecting the correct extinguisher
- Practical extinguisher use



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Case Studies and Prosecutions

Fall from Height

A leading hospitality group was fined £400,000 after a guest fell from a window which was missing a restricting mechanism at one of its hotels. The group pleaded guilty to breaches of its duties under the Health and Safety at Work etc Act 1974 (s3) by failing to have an adequate risk assessment in place and for not ensuring that staff were given adequate training on checking the safety of the windows.

Fire Safety

A major retailer has been fined £3,185 including costs for breaching the Health and Safety at Work etc Act 1974 (s3) for failing to implement an adequate system of fire safety management after council officials visiting one of its stores discovered that emergency exits were obstructed.

Fall from Height

A data management company has been fined £40,000 after a worker suffered crushed vertebrae and a fractured pelvis following a 3.5 metres fall from a temporary platform. The company was fined after it was found that the worker was removing boxes from high shelves in the warehouse without any effective fall prevention measures. A safe means of access such as tower scaffold or cherry picker as well as appropriate training should have been provided for the task.

Asbestos

An egg carton manufacturer was fined £50,000 and ordered to pay £86,000 prosecution costs after high levels of asbestos were found on its premises. The main source of contamination was found to be from damaged and poorly maintained asbestos insulation.

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