

**(iosh) Training and Skills™**

Getting approval to deliver...

# *Managing Safely Refresher*



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# Managing Safely Refresher

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The *Managing Safely Refresher* course creates an opportunity for you to strengthen your relationship with your existing clients and build associations with new clients who are keen to invest in refresher training for their staff.

## Who is the *Managing Safely Refresher* course for?

The course is for delegates who have already completed the *Managing Safely* course.

## What will they get out of it?

Delegates get to refresh their knowledge on key parts of the *Managing Safely* course by relating them to a 'plan', 'do', 'check', 'act' safety and health management system with leadership at its heart.

We've designed the *Managing Safely Refresher* course to get people interested and involved from the very beginning. Our safety and health training courses are well known for their interactivity and fun factor, which means people learn more and stand a much better chance of remembering what they've learned.

With the *Managing Safely Refresher* course, you'll find a practical programme, full of step-by-step guidance, and with a clear business focus. You'll also find that the engaging format and content keep your delegates interested and stimulated throughout the course – critical to getting safety and health embedded across the whole organisation.

## *Managing Safely Refresher*

- A practical one-day course (minimum 6 hours of face-to-face contact) refreshing knowledge on key parts of *Managing Safely*
- High-quality animated graphics created exclusively for the course
- A sophisticated but fun presentation
- First-class technical content, based on what delegates need to know in practice
- No jargon or off-putting legal language
- Clear scenarios that managers can relate to
- Ready-to-use training tools, including films and quizzes

## Content

### Thinking back

Delegates reflect on what they took away from the *Managing Safely* course. They'll also revisit the key reasons for managing safely and recap on some of the key terms in an engaging and participative way.

### Leadership

Why leadership is important, and how to create a positive safety culture.

### Plan

Looks at a safety and health policy and what it includes. Delegates also consider how to deliver the policy.

### Do

Delegates carry out a risk assessment exercise and then think about the best ways to communicate their findings and the safety and health plan to the workforce.

### Check

Takes a look at data types, what can be measured, and how this helps to see if the plan has been implemented and is working.

### Act

Looks at why reviewing performance, acting on lessons learned and striving to improve continually are essential. Delegates then reflect on how they'll apply what they've learned in their own workplace.



### Learner-centred approach

An interactive case study exercise is used throughout the course to apply refreshed knowledge to the plan-do-check-act model and then link it back to the workplace. For example, learners will examine the elements of a safety and health policy, come up with ideas to influence safety culture, and select the best communication methods to engage a workforce.

### Assessment

At the end of the course, delegates will complete a multi-format paper containing 21 questions. Successful delegates are awarded an IOSH *Managing Safely Refresher* certificate.

### Training package

As an IOSH-approved trainer, you'll receive a training package that includes:

- access to an online platform, which enables you to deliver the face-to-face course to delegates
- the course presentation, featuring interactive sequences of high-quality animated graphics
- a set of trainer notes (step-by-step guidance on delivering the course)
- a digital bank of assessment papers and marking papers, including a mock paper
- a delegate workbook.

The animated presentation for trainers is downloaded from a secure online platform. You get access to IOSH's Course Management System (CMS) to help you manage and deliver IOSH-packaged courses through one central, web-based platform. The CMS allows us to keep our course content up to date, with the latest guidance. It also enables you to create personalised or translated versions of IOSH courses to address specific training needs.

The presentation is compatible on Windows with Internet Explorer version 11, Chrome and Firefox (latest versions). It's also compatible on Macs with Safari and Chrome (latest versions).

Once you log in to the CMS, it's easy to run or manage your licensed courses, manage any other trainer users who are assigned to your training provider account, and produce information on course usage. We've produced a dedicated extension for the Chrome browser for you to install, so that you can deliver IOSH courses offline – anytime, anywhere, without an internet connection.

### Delivering the *Managing Safely Refresher* course

You can only purchase and deliver a *Managing Safely Refresher* pack if you currently hold a licence to run the *Managing Safely* course. If you want to run *Managing Safely Refresher*, you or someone from your organisation must be the 'nominated IOSH member'. It's this person's responsibility to oversee the course and act as the first line of quality control. Centrally, quality control is provided by IOSH's Training team.

All trainers who deliver *Managing Safely Refresher* need to have at least:

- Technical membership of IOSH (a safety and health qualification is required). All members' CPD must be in good standing
- an adult training qualification at level 3 (QCF), such as an Award in Education and Training

OR

- two years' substantial, face-to-face, training delivery experience.



Call us on **+44 (0)116 257 3605** to talk through your training needs or email [courses@iosh.com](mailto:courses@iosh.com). Find more details online at [www.iosh.co.uk/msr](http://www.iosh.co.uk/msr)

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IOSH is the Chartered body for health and safety professionals. With more than 46,000 members in over 120 countries, we're the world's largest professional health and safety organisation.

We set standards, and support, develop and connect our members with resources, guidance, events and training. We're the voice of the profession, and campaign on issues that affect millions of working people.

IOSH was founded in 1945 and is a registered charity with international NGO status.

**IOSH Services Limited** is a wholly owned subsidiary of the Institution of Occupational Safety and Health  
Registered office: as above

**Institution of Occupational Safety and Health**

Founded 1945

Incorporated by Royal Charter 2003

Registered charity in England and Wales No. 1096790

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