**Health and Safety Training Courses 2021/2022**

**October 2021**

**Course:** Evolve

**Target group:** This workshop is designed to train all staff/EVC’s organising off-site activities

**Course Content**: The training will cover the use of the EVOLVE software package to enable individuals to use the system and manage the system in their buildings/work location/ school.

**Cost**: £20.00 for S.L.A. members and £80.00 for non-SLA members.

**Date:** Tuesday 19th October 2021

**Time:** 9.30am – 12.30pm

**Presented via:** Zoom

**Availability:** 15 places

**Trainer:** Shameem Din

To book a place for this course please e-mail: healthandsafety@slough.gov.uk

**November 2021**

**Course:** COSHH

**Target group:** Staff using chemicals: including head cleaners, head cook, D&T teaching staff and site controllers

**Course Content**: This workshop is designed to inform participants of the requirements of the Control of Substances Hazardous to Health Regulations and explains how to undertake a COSHH Assessment.

**Cost**: £20.00 for S.L.A. members and £80.00 for non-SLA members.

**Date:** Wednesday 17th November 2021

**Time:** 9.30am – 12.30pm

**Presented via:** Zoom

**Availability:** 12 places

**Trainer:** Georgina Watson

To book a place for this course please e-mail: healthandsafety@slough.gov.uk

**December**

**Course:** Legionella Awareness

**Target group:** This course is aimed at Building Managers / Facilities Managers / Site controllers that are responsible for Legionella within their buildings / schools.

**Course Content:** This course covers the background, legislation and requirements in relation to legionella when managing a building. It provides the awareness for those who have responsibilities for legionella.

**Cost:** £20.00 for S.L.A. members and £80.00 for non-SLA members.

**Date:** Thursday 2nd December 2021

**Time:** 9.30am – 12.30pm

**Presented via:** TBC

**Availability:** 12 places

**Trainer:** Bhavini Ranu

To book a place for this course please e-mail: healthandsafety@slough.gov.uk

**January 2022**

**Course:** Administration of Medication (Schools)

**Target group:** Managers/welfare staff responsible for the management of administration of medication

**Course Content**: This workshop is designed to inform participants of the requirements for Supporting Pupils with Medical Conditions using the Department for Education guidance and templates.

**Cost**: £20.00 for S.L.A. members and £80.00 for non-SLA members.

**Date:** Wednesday 19th January 2022

**Time:** 9.30am – 12.30pm

**Presented via:** TBC

**Availability**: 15 places

**Trainer:** Victoria Swift

To book a place for this course please e-mail: healthandsafety@slough.gov.uk

**February 2022**

**Course:** Contractor Management

**Target audience:** This course is aimed at Building Managers / Facilities Managers / Site controllers that are responsible for their buildings / schools

**Course content:** This course is designed to explain the stages when considering the use of contractors to undertake any work.  The stages include: planning process, choosing a contractor, criteria when contractors are working on site, keeping regular checks of the work being undertaken and finally reviewing the work that has been completed.

**Cost**: £20.00 for S.L.A. members and £80.00 for non-SLA members.

**Date:** Thursday 17th February 2022

**Time:** 9.30am – 12.30pm

**Presented via:** TBC

**Availability:** 12 places

**Trainer:** Bhavini Ranu

To book a place for this course please e-mail: healthandsafety@slough.gov.uk

**March 2022**

**Course:** Pregnancy Risk Assessment

**Target audience**: This course is aimed at Business Managers, Supervisors and staff responsible for completing risk assessments.

**Course Content: I**t is a requirement to assess the risks associated with expectant workers performing their daily tasks. The Pregnancy assessment training explains how to carryout risk assessment to minimise the likelihood of potential workplace hazards causing injury.

**Date:** Tuesday 22nd March 2021

**Time:** 9.30am – 12.30pm

**Presented via:** TBC

**Availability:** 12 Places

**Trainer:** Shameem Din

To book a place for this course please e-mail: healthandsafety@slough.gov.uk