

Administration of medication

Target group

Managers/welfare staff responsible for the management of administration of medication

Course content

Legislation and guidance interpretation, documentation and understanding of suitable control measures

Cost

£15pp for schools that have purchased the H&S SLA and £60pp for schools that have not purchased the H&S SLA

Location

Venus Suite 2
Slough Borough Council, St Martins Place,
51 Bath Road, Slough SL1 3UF. Park in Montem Car park

Date

Thursday 11 October 2018

Times

13.00-16.00

Duration

Half day course

General information

15 places available



TD/5842/27-07-18

To book a place on this course please email:
_healthandsafety@slough.gov.uk
or call 01753 875763

Accident investigation

Target group

Business manager, bursar and administration staff

Course content

The relationships between major accidents, incidents and near misses, the direct and indirect causes of accidents, documentation and RIDDOR reporting

Cost

£15pp for schools that have purchased the H&S SLA and £60pp for schools that have not purchased the H&S SLA

Location

Pluto Suite 1
Slough Borough Council, St Martins Place,
51 Bath Road, Slough SL1 3UF. Park in Montem Car park

Date

Wednesday 19 December 2018

Times

13.00-16.00

Duration

Half day course

General information

- 15 places available
- Incorporates SBC incident reporting requirements, RIDDOR reporting process and HSE website, paperwork and incident investigations

To book a place on this course please email:
_healthandsafety@slough.gov.uk
or call 01753 875763

COSHH

Control of Substances Hazardous to Health

Target group

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

Course content

Legislation, understanding and completion of appropriate documentation, determining suitable control measures, purpose and benefits of health surveillance and monitoring

Cost

£15pp for schools that have purchased the H&S SLA and £60pp for schools that have not purchased the H&S SLA

Location

Venus 2
Slough Borough Council, St Martins Place,
51 Bath Road, Slough SL1 3UF. Park in Montem Car park

Date

Wednesday 13 February 2019

Times

13.00-16.00

Duration

Half day course

General information

12 places available



TD/5842/27-07-18

To book a place on this course please email:
_healthandsafety@slough.gov.uk
or call 01753 875763

Fire risk management course

Target group

Bursars/business managers/people responsible for managing fire precautions and systems

Course content

Legislation, definitions, requirements of building managers in relation to fire safety and the purpose of fire risk assessments

Cost

£15pp for schools that have purchased the H&S SLA and £60pp for schools that have not purchased the H&S SLA

Location

Venus 2
Slough Borough Council, St Martins Place,
51 Bath Road, Slough SL1 3UF. Park in Montem Car park

Date

Wednesday 21 November 2018

Times

13.00-16.00

Duration

Half day course

General information

- 15 places available
- Lunch is included



TD/5842/27-07-18

To book a place on this course please email:
_healthandsafety@slough.gov.uk
or call 01753 875763

Low level ladder

Target group

Site controllers, staff requiring to use step ladders

Course content

Legislation and guidance interpretation, documentation and understanding of suitable control measures

Cost

£15pp for schools that have purchased the H&S SLA and £60pp for schools that have not purchased the H&S SLA

Location

Pluto 1
Slough Borough Council, St Martins Place,
51 Bath Road, Slough SL1 3UF. Park in Montem Car park

Date

Wednesday 9 January 2019

Times

13.00-16.00

Duration

Half day course

General information

15 places available



TD/5842/27-07-18

To book a place on this course please email:
_healthandsafety@slough.gov.uk
or call 01753 875763

Risk Assessment Refresher

- lunch seminar

Target group

Managers and staff responsible for completing risk assessments in the school

Course content

Legislation and interpretation of relevant guidance including definitions and the understanding of suitable control measures

Cost

£20pp for schools that have purchased the H&S SLA and £80pp for schools that have not purchased the H&S SLA

Location

Pluto 1
Slough Borough Council, St Martins Place,
51 Bath Road, Slough SL1 3UF. Park in Montem Car park

Date

Tuesday 18 September 2018

Times

11.30-13.30

Duration

1½ hours

General information

- 15 places available
- Lunch is included



TD/5842/27-07-18

To book a place on this course please email:
_healthandsafety@slough.gov.uk
or call 01753 875763

School Governors H&S Training

Target group

Governors H&S refresher

Course content

Legislation, general overview of H&S legislation and roles and responsibilities of governors

Cost

£20pp for schools that have purchased the H&S SLA and £80pp for schools that have not purchased the H&S SLA

Location

Venus 2
Slough Borough Council, St Martins Place,
51 Bath Road, Slough SL1 3UF. Park in Montem Car park

Date

Wednesday 3 October 2018

Times

11.30-13.30

Duration

2 hours

General information

- 12 places available
- Lunch is included



TD/5842/27-07-18

To book a place on this course please email:
_healthandsafety@slough.gov.uk
or call 01753 875763

Further courses

We can also provide the following courses upon request:

- EVOLVE
- EVC
- COSHH for cleaners
- Manual handling

If you are interested in any of these courses please contact the
Health and Safety Team on 01753 875763
or email _healthandsafety@slough.gov.uk directly.