



Premises, Site Management, Health & Safety Professional Development

Our centrally based programme of courses and conferences is intended to support continuing professional development for schools and the education workforce.

This course directory provides details of all courses published up to Sunday 9 December 2018.

New courses will appear in the directory when added to CPD Online.

For viewing course details and for making a booking please log onto www.babcock-education.co.uk/4Scpd

If you have queries about a training course, please email the relevant admin contact as shown in the course details on CPD Online. Alternatively, please contact the Training & Conferencing Team by email (course.bookings@babcockinternational.com) or by telephone (0800 073 4444 ext 835008).

Ladder & Steps Safety Awareness

Working at height is a significant risk to many people at work. It is a legal requirement for employers to ensure that staff who are required to use access equipment are competent to do so. Participants will be asked to demonstrate competence in the use and handling of basic access equipment, and will receive an attendance certificate.

Code	Date	Time	Venue
18T/14735	Monday 18 February 2019	9:30 - 12:30	Lorraine School (GLF), Highland Road, GU15 4EX

£125

£150 inc VAT

No charge for schools with Health & Safety SLA

Lifting & Handling/Back Care

This half-day course is suitable for any person in a school who is required to lift and handle as an intrinsic part of their work. It provides a range of strategies for reducing the likelihood of musculoskeletal disorders.

Areas covered will include:

- * Techniques of safe lifting and handling
- * Practice and responsibility
- * Healthy lifestyle
- * Spinal anatomy
- * Related injuries
- * Personal/individual risk assessment

Participants should only attend if they are prepared for a mainly practical session where they will be asked to copy/demonstrate the safe lifting and handling techniques that they are shown. Participants should attend dressed in loose sensible clothing and wear flat or low heeled shoes.

Code	Date	Time	Venue
18T/14736	Monday 18 February 2019	13:00 - 15:30	Lorraine School (GLF), Highland Road, GU15 4EX

£125

£150 inc VAT

No charge for schools with Health & Safety SLA

School Health & Safety Coordinator/School Risk Assessment

This course is primarily aimed at persons appointed by the Headteacher to lead on H&S functions within the school. This person often referred to as the H&S Coordinator, retains an overview of H&S within the school and advises the headteacher of issues requiring senior management action. This course explains the specific function of the H&S Coordinator as outlined in SCC schools' model policy. Risk Assessment Process is covered via an afternoon workshop.

Code	Date	Time	Venue
18T/14737	Monday 25 February 2019	9:30-16:00	Babcock 4S Training Room A, Bay Tree Avenue, KT22 7UE

£170

£204 inc VAT

No charge for schools with Health & Safety SLA

Headteacher Health & Safety Briefing

This session provides an overview of both the HSE and LA's H&S expectations of school management. Participants will be specifically apprised of the following:

- * LA/School H&S Partnership
- * Headteacher H&S Responsibilities (as an employee)
- * Health and Safety Website Support
- * SCC Model Schools Policy
- * Essential role of a H&S Co-ordinator

Code	Date	Time	Venue
18T/14738	Wednesday 6 March 2019	10:00 - 13:00	Babcock 4S Training Room A, Bay Tree Avenue, KT22 7UE

£125

£150 inc VAT

Fully funded for Surrey Maintained and Surrey Academies

Portable Electrical Appliances - Inspection & Testing

This one-day course aims to provide participants with the knowledge and understanding necessary to competently carry out user checks, formal visual inspections, and testing of portable electrical appliances using a PAT tester.

Participants will also be informed of various methods of recording and keeping appropriate records of inspection and testing. Participants will be assessed over the course of the day to ensure that they understand basic requirements and competency to carry out the functions described on return to school.

Code	Date	Time	Venue
18T/14741	Monday 11 March 2019	09:30 - 15:30	Babcock 4S Training Room C, Bay Tree Avenue, KT22 7UE

£170

£204 inc VAT

No charge for schools with Health & Safety SLA

Legionella Awareness/ Management

This half day course will provide a basic understanding of the requirements necessary for managing the Legionella risk in hot and cold water systems. The course explains the role of the responsible person, the Legionella Risk Assessment requirements and outlines a Control Scheme e.g. carrying out temperature monitoring, asset inspection and servicing.

Code	Date	Time	Venue
18T/14739	Monday 18 March 2019	9:30 - 12:30	Babcock 4S Training Room A, Bay Tree Avenue, KT22 7UE

£125

£150 inc VAT

Premises Health & Safety Management

This one-day health and safety (H&S) management course is for school managers with a buildings manager and maintenance emphasis, and seeks to provide participants with sufficient knowledge and confidence to ensure appropriate H&S standards are maintained. The course will cover relevant building management legislation and appropriate systems for day-to-day operation of school premises.

Code	Date	Time	Venue
18T/14740	Wednesday 20 March 2019	09:30 - 15:30	Babcock 4S Training Room A, Bay Tree Avenue, KT22 7UE

£170

£204 inc VAT

No charge for schools with Health & Safety SLA

Annual Employee Health and Wellbeing Conference (*EARLY BIRD: £160+VAT valid until 25 Jan)

Organisational success rests on the essential bedrock of a committed and engaged workforce which ultimately makes school life a better experience for both children and staff. Schools and colleges are all at different stages in the journey when it comes to embedding wellbeing into everyday working life.

This fourth annual one day conference focusses on workplace wellbeing providing practical guidance on how to embed health and wellbeing within your school. Delegates will have the opportunity to explore strategic and operational approaches to building a healthy workplace in key areas such as stress management, mental health and resilience.

By raising awareness of the critical importance of employee wellbeing as a key priority, this conference aims to encourage employers to take a preventative approach to both build and sustain a healthy workplace.

Early bird price: £160+VAT. Valid until 25th January 2019.

Full Conference price: £210+VAT

Code	Date	Time	Venue
19T/14766	Friday 17 May 2019	09:00-16:00	High Ashurst Outdoor Learning Centre, Headley Lane, RH5 6DQ

£160

£192 inc VAT