



Basic Manual Handling Training Course

Candidate Information

The aim of this training is to ensure that employees have the competence and knowledge of their work place Health & Safety Policies and for employers and employees to meet their legal duties under the Health & Safety at Work etc. Act 1974, Management of Health & Safety at Work Regulation 1999 and the Manual Handling Operations Regulation 1992 (as amended) The course has also been designed to ensure that all employees are aware of their own safety through careful risk assessment and control . This qualification can be tailored to business and individual needs to make the learning experience relevant and fit for purpose.

About My Skills for Life Ltd (MSFL Ltd)

MSFL Ltd will provide you with your training, any support materials required, and will deliver the course at an appropriate training venue. We will also provide you with the end of course examination/evaluation and will distribute your examination results once processed by MSFL Ltd office

Our Mission Statement:

“Provide the best possible training and event cover ensuring we offer the most cost effective support for our current and future clients and patients, whilst keeping our unique service as effective, informative and fun as possible but always professional and up to date”

Our Aim

Deliver quality, affordable, reliable and professional training courses and event cover to anyone who requires our expertise

Course Aim

Understand the safety of workers when carrying out manual handling tasks and to adopt a safe system of work. And where possible, understand the need for accidents prevention and control.

Learning Outcomes

Candidates will be able to, by the end of the course

- List the function of the spine & how unsafe manual handling techniques can lead to acute & cumulative injuries
- Candidates will be, by the end of the training, familiar with the requirements of the Manual handling Operations Regulations 1992 & associated guidance
- Recognise at least three (where applicable) manual handling hazards within the workplace & have an understanding of the concept of risk assessment & safe systems of work
- Perform and adopt the safe handling principles associated with kinetics by the end of the training session

Syllabus

- What is Manual Handling?
- Cost of Manual Handling
- Definition of Manual Handling
- Types of Manual Handling Injuries
- Safe Lifting Guide for men and women
- Manual Handling Techniques
- What the Law says
- Some good and poor lift techniques



MANUAL HANDLING SAFETY IN THE WORKPLACE

Duration

3 hours

Who is the course intended for?

- All staff especially those whose work involves manual handling*
- Any members of staff who has had a back injury
- Any member of staff nominated by their Line Manager

*This will cover both new and existing staff.

Prior course knowledge

None is required, but an understanding of your own Health & Safety policy and or responsibilities. Learners will need to wear comfortable clothing and may wish to bring writing materials

Pre-course preparation

Candidates should have an idea of their current manual handling working practices. Candidates should wear appropriate clothing and footwear.

Numbers

A maximum of 12 students (minimum of 8) can be accommodated on this course and each participate must be aged 16 years or above

Performance Criteria

- Be able to demonstrate an effective lift safely
- Explain and understand the legal duties of the employer and the employees
- To identify an activity or equipment that could pose as a manual handling risk
- To carry out and complete a risk assessment and ensure that all controls measures are communicated to the appropriate Line Manager

On-going training

Ongoing must take place while at work; all candidates should inform any members of staff if they observe any unsafe practice. All candidates should receive regular refresher and ongoing training.

Assessment

Receive a certificate of attendance and if competent a certificate of competency

Certification

Certificates will be sent directly to the MSFL Ltd Office and then sent out to the address of the course sponsor.

Ofqual Accredited

No

Ofqual qualification reference

N/A

Suggested Progression

- MSFL Ltd Advanced Manual Handling in the Work Place
- QNUK Level 2 Award in Health & Safety in the Workplace