



Pathways

Health, Safety and Environmental

Course Information

2017/2018

About Us

Optimum-MBA Training is a fully accredited occupational health & safety, Edexcel and City & Guilds approved training centre. We are independently certified to the management standards shown by LRQA, a UKAS-accredited organisation.

Optimum-MBA offers a wide range of training programmes delivered by our in-house, qualified health and safety trainers. All of our courses are fully accredited by the appropriate professional body i.e. NEBOSH, IOSH, RSH, CSCS, Edexcel and City & Guilds.

Optimum-MBA is committed to continuous personal development and lifelong learning. All of our trainers are Chartered Members of the Institution of Occupational Safety and Health (CMIOSH) and (where appropriate) Members of the Institution of Fire Engineers (MIFireE). They are all qualified trainers, as well as having substantial enforcement and industry experience.

Our training material is comprehensive; all trainees receive a learning support package.

Optimum-MBA
5 Vulcan House, Calleva Park, Aldermaston, Reading, Berkshire
RG7 8PA
[Tel:0118 981 3633](tel:01189813633)
training@optimum-mba.com
www.optimum.co.uk

IOSH Managing Safely

This is a four-day course designed for line managers who review safety policies, introduce control measures or implement changes to health & safety in the workplace. (There are no pre-requisites to attending this course).

Modules include

- An introduction to managing health and safety
- Accessing and controlling risk
- Understanding your responsibilities
- Identifying hazards
- Investigating accidents and incidents
- Measuring performance
- Protecting the environment

For Course dates please phone 01189813633

Course includes

- Exam fees
- Study book
- Buffet lunch
- Refreshments

Cost

£450.00 plus VAT per candidate

NEBOSH National General Certificate in Occupational Health & Safety Level 3 recognition

This course is designed for managers, supervisors and staff from all types of organisations who need to acquire a good knowledge and understanding of health and safety issues.

The course is delivered either as day release or block release over 11 training sessions. This course is slightly more advanced than the IOSH Managing Safely course. Although not a pre-requisite, it would be beneficial for the candidate to have completed the IOSH Managing Safely course before enrolling.

The exam is undertaken on the last day of the course and consists of 2 written papers each lasting 2 hours. A practical paper is also undertaken during the course – this will take place in a work environment, either at Optimum-MBA's training centre or the candidate's own workplace.

The qualification is divided into 3 units, each of which is assessed separately:

- Unit NGC1: Management of Health and Safety
- Unit GC2: Managing and Controlling Workplace Hazards
- Unit GC3: Workplace Based Practical Assessment

Course includes

- Exam fees
- Study book
- Buffet lunch
- Refreshments

Cost

£900.00 plus VAT per candidate

NEBOSH National Certificate in Construction Health and Safety

The course is aimed at supervisors, managers and CDM Co-ordinators within the construction industry who are required to ensure that activities under their control are undertaken safely. It is also suitable for those managing buildings or temporary workplaces.

The course is delivered either as day release or block release over 13 training sessions.

The exam is undertaken on the last day of the course and consists of 2 written papers each lasting 2 hours. A practical paper is also undertaken during the course, on a construction site.

The qualification is divided into 3 units, each of which is assessed separately:

- Unit NGC1: Management of Health and Safety
- Unit NCC1: Managing and Controlling Hazards in Construction Activities
- Unit NCC2: Workplace Based Practical Assessment

Course includes

- Exam fees
- Study book
- Buffet lunch
- Refreshments

Cost

£975.00 plus VAT per candidate

Candidates wishing to re-sit any of the NEBOSH exams with Optimum-MBA will be required to attend refresher training on the day before the exam.

Re-sitting one paper

Inclusive of:

- Exam fee
- Buffet lunch and refreshments on both days
- Model answers and guidance material

£180.00 plus VAT

Re-sitting two papers

Inclusive of:

- Exam fee
- Buffet lunch and refreshments on both days
- Model answers and guidance material

£230.00 plus VAT

Re-sitting three papers

Inclusive of:

- Exam fee
- Buffet lunch and refreshments on both days
- Model answers and guidance material

£270.00 plus VAT

All candidates have to be registered with NEBOSH at least 6 weeks before the exam.

Optimum-MBA also offers all three NEBOSH courses as distance learning, however, the candidate is still required to attend the refresher training day.

City & Guilds NVQ Level 3 Certificate in Occupational Health and safety

This course is designed for employees who give health & safety assistance in organisations where the hazards and risks are relatively straight-forward. Candidates will need to build a portfolio of performance evidence and demonstrate they have sufficient knowledge and understanding of health & safety in the workplace.

This qualification entitles the applicant to apply for membership with the Institution of Safety and Health (IOSH) at Technician Safety Practitioner-level. If successful, candidates are given the post-nominals of Tech IOSH.

(Please note that this qualification would not be sufficient to enable the individual to offer health and safety assistance in a high-risk environment).

Modules include

- Ensuring responsibility for actions to reduce risks to Health and safety
- Develop procedures to safely control work operations
- Monitor procedures to safely control work operations
- Promote a culture of health and safety in the workplace
- Conduct a health and safety risk assessment of the workplace
- Investigate and evaluate Health and Safety incidents and complaints in the workplace
- Make sure actions in the workplace aim to protect the environment
- Review Health and Safety procedures in the workplace
- Supervise the Health, Safety and Welfare of a learner in the workplace

Course includes

- Registration
- Assessment
- Certification
- Work book

Cost

£1100.00 plus VAT per candidate

City & Guilds NVQ Level 5 Diploma in Occupational Health and Safety

This course is designed for those who give health and safety guidance in any organisation where the hazards and risks are complex.

Candidates will need to build a portfolio of performance evidence and demonstrate they have sufficient knowledge and understanding of health & safety in the workplace.

Modules include

Unit 402 Develop and implement effective communication systems for information health and safety

Unit 510 Promote a positive health and safety culture

Unit 511 Develop and Maintain individual and organisational competence in health and Safety Matters

Unit 512 Control health and safety risks

Unit 513 Develop and implement proactive monitoring systems for health and safety

Unit 514 Develop and implement reactive monitoring systems for health and safety

Unit 515 Develop and implement health and safety emergency response systems and Procedures

Unit 516 Develop and implement health and safety review systems

Unit 517 Develop and implement a health and safety audit

Unit 518 Behavioural safety in the workplace

Unit 610 Develop and implement the Health and Safety policy

Unit 611 Professional development and ethics in Health and Safety Management.

Course includes

- Registration
- Candidate's log book
- Guidance and support
- Assessment
- Certification

Cost

£1,500.00 plus VAT per candidate

Edexcel NVQ Level 4 Diploma in Construction Site Supervision

This qualification is designed for established construction site safety practitioners and supervisors, as well as those who are developing their skills in this occupation.

As with the other NVQ's, there is a requirement to build a portfolio of performance evidence and demonstrate sufficient underpinning knowledge.

Course Units

- Maintaining systems for health, safety, welfare and environmental protection in the workplace
- Assess and recommending work methods for carrying out site operations in the workplace
- Plan Activities and Resources to meet work requirements in the workplace
- Co-ordinate and Organising the Control of Work in the Workplace work control
- Control work progress against agreed programmes in the workplace
- Allocate and monitor the use of plant equipment or machinery in the workplace
- Maintain supplies of materials to meet project requirements in the workplace
- Implement communication systems for construction projects in the workplace
- Maintain dimensional accuracy for work in the workplace
- Control work against agreed standards in the workplace
- Contribute to the control of work quantities and costs in the workplace
- Co-ordinate preparation work for site or lifting operations in the workplace
- Develop and maintain good Occupational working relationships in the workplace
- Allocate work and check people's performance in the workplace

Course includes

- Registration
- Work Book
- Assessment
- Certification

Cost

£1100.00 plus VAT per candidate

Edexcel NVQ Level 6 Diploma in Construction Site Management

This qualification is designed for both established Construction Site Managers, Clerk of Works, Project Managers and similar roles who are developing their skills at this level.

Candidates must demonstrate through a portfolio of evidence that they meet the relevant standards and show that they have the required competence.

The qualification is designed to be assessed in the workplace or in conditions resembling the workplace.

Course Units

- Developing and Maintaining Good Occupational Working Relationships in the Workplace
- Allocating Work and Checking People's Performance in the Workplace
- Establishing, Implementing and Maintaining Systems for Managing Health, Safety and Welfare in the Workplace
- Evaluating and Selecting Work Methods to Meet Project or Operational Requirements in the Workplace
- Monitoring Construction Related Project Activities in the Workplace
- Controlling Project Progress Against Agreed Quality Standards in the Workplace
- Controlling Project Progress Against Agreed Programmes in the Workplace
- Managing Personal Development in a Construction-Related Workplace
- Identifying and Enabling Learning Opportunities for Given Work Teams in the Workplace
- Contributing to the Identification of Work Teams in the Workplace
- Establishing, Controlling and Monitoring Environmental Factors and Sustainability in the Workplace
- Planning the Preparation of the Site for the Project or Operation in the Workplace
- Ensuring that Work Activities and Resources Meet Project Work Requirements in the Workplace
- Identifying, Allocating and Planning the Deployment and Use of Plant, Equipment or Machinery in the Workplace
- Organising, Controlling and Monitoring Supplies of Materials in the Workplace
- Establishing and Monitoring Communication Systems and Organisational Procedures in the Workplace
- Establishing Project Dimensional Control Criteria in the Workplace
- Controlling Project Quantities and Costs in the Workplace
- Evaluating Feedback Information and Recommending Improvements in the Workplace

Course includes

- Registration
- Work Book
- Assessment
- Certification

Cost

£1,500.00 plus VAT per candidate