



H & K TRAINING SERVICES LIMITED
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TRAINING INFORMATION SHEET

COSHH

Course overview	<p>The course can be held as a 'stand-alone' course or as part of a double certification course.</p> <p>A tested and company certificated activity-based course with a syllabus covering the legal aspects and including COSHH principles, hazards and hazard creation, routes of entry, health conditions from exposure of a range of substances, understanding material safety data sheets and other information sources, signage, assessment requirements, control hierarchy, monitoring and health surveillance.</p> <p>Delegates will be required to write a COSHH assessment.</p>			
Course duration	3 - 4 hours.			
Suitability	Those that need to assess the risks from use of COSHH related substances and or may be exposed to such substances or supervise related activities.			
Venue	Ashford, Kent Training Centre (address above) or client's premises.			
Delegate numbers	Expected 10-12 but no more than 14. Minimum of 5 for the course to run.			
CPD	Likely to be relevant for those that are required to undertake CPD.			
Assessment	Formative through tutor evaluation of completed assessments and summative through theoretical multiple-choice examination.			
Certification	H & K Training Services Limited's own certification stating; 'successful completion' or 'attended' dependent upon assessment results.	Validity duration is recommended as three to five years depending upon the delegates continuing use of the knowledge and dependent upon legislation change.		
Materials	All required course materials and equipment will be provided.			
Catering	Hot and cold beverages will be provided for in-house courses.	A buffet will be provided when delegates participate for whole day courses.		
Dress code	Casual but no soiled footwear or clothing at our Training Centre please.			
Course fees	To be determined through contact with the Training Centre and dependent upon location and format of course (e.g. if part of a double certificated course).			
Booking	Through Hayley Ford at the above contact details and via our booking form.	Joining instructions will be provided in advance of the course commencement.		
Cancellation	7 working days or more – no cancellation fee.	2 – 6 working days = 50% of the booking fee is chargeable.	Less than two working days = 100% of booking fee is chargeable.	Transfer to another course through application to the course administrator.

Contents

Course explanation and aims

COSHH Principles

Hazards and hazard creation (group work or pairs)

Routes of entry

Health conditions arising from exposure

MSDS (group work or pairs)

Other information sources

What is required from assessment (group work or pairs)

Control hierarchy

Signage (pairs)

Monitoring and health surveillance

Writing an assessment (individual activity or pairs)

Theoretical multiple-choice test