



**Training & Assessment**

Building Careers, Transforming Lives.

# SHORT DURATION COURSES

*Specialists in Delivering Vocational and Technical  
Construction Qualifications*

## Contact

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**ABOUT US**

JRS Training & Assessment are one of the South's leading Construction Industry training providers, delivering tailored training solutions to candidates all across the South.

Offering the full range of Construction Management NVQ's and CITB Site Safety Plus qualifications, in addition to CSCS and CIOB fast-track courses and more, JRS Training are the one-stop-shop for all your Construction training needs. Our reputation for developing close relationships with our clients is also something we are very proud of. From individual Learners to leading Construction Industry Organisations, your success is our success.

All our Trainers have decades of experience working in the Construction Industry and are committed to going that extra mile to equip our learners and the next generation of Construction Industry Professionals, with the skills they need to succeed and progress up the Construction career ladder. We are also members of CIOB, IOSH, Pearson, CITB, and SQA and engage directly with leading organisations in the Construction and Rail sector, ensuring we stay at the forefront of our the Construction Training Industry.

**WHY CHOOSE JRS TRAINING?**

- Half day training to comprehensive 24 month Diplomas.
- Classroom, on-site or training via webcam.
- Flexible payment options.
- Evening, weekend & out-of-hours training available.
- Group learning sessions.
- Significant Career progression Opportunities.
- Minimal disruption to your day-to-day operations.
- Quantity based learner discounts on all our courses.



## Who Requires Assessment

Anyone who uses display screen equipment (DSE) daily for more than an hour at a time is considered a DSE user and is required by law to have an assessment.

## Assessment Duration

20 - 30 minutes



## Overview

DSE assessments are risk assessments of display screen equipment (also known as workstation or VDU assessment) used by individuals in the workplace.

The Health and Safety (Display Screen Equipment) Regulations of 1992 protect all workers who regularly use display screen equipment and require employers to carry out risk assessments for each DSE user.

As well as complying with the law, ensuring good DSE practice and a well-organised work area significantly reduces the risk of staff developing DSE related health problems.

## When Required

The Health and Safety (Display Screen Equipment) Regulations 1992 require a DSE assessment when:

- A new user starts work
- A workstation is set-up
- An existing workstation is changed

## Assessment Criteria

- **Posture:** Advice is given on your posture and on good work practices.
- **Chair:** The chair is adjusted to meet your physical requirements.
- **Display Screen:** Screen height, position and suitability (eg flicker) is checked. The assessor will ensure you're aware of brightness/contrast buttons etc.
- **Keyboard/Mouse:** Good keyboard/mouse use and suitability is addressed.
- **Desk:** Height, space and desk management is assessed, and advice offered.
- **Eyesight:** Issues regarding screen text size and keyboard readability etc are assessed.
- **Environment:** The assessor will check heating, ventilation, cabling, glare and clear access to the workstation.
- **Laptop:** Advice on safe use and using correct accessories is given.

## Benefits

- Enables you to comply with UK legal requirements.
- Addresses poor posture and poor working habits.
- Good posture minimises the risk of disorders such as WRULDs and RSI developing
- Boosts productivity.
- Reduces the occurrence of staff absence.
- Good health and safety practice demonstrates your commitment to your workforce.
- Provides you with an audit trail.
- Helps you defend Health & Safety related claims.
- Using JRS Training to carry out your DSE assessments ensures you receive the latest professional advice.

## Who Attends

If you an employee or self-employed and work in a controlled environment, this course is for you. It is specially important if you are carrying out repetitive tasks that involve manual handling.

## Course Length

Half Day



## Overview

It is important that manual handling is done correctly to avoid injury. Taking this assessment will give you the practical knowledge you need to understand the risks involved if you handle items incorrectly.

## Course Details

This is a half day course but in that time you'll learn the skills of manual handling with background theory and practice.

You'll look at the types of injuries caused by incorrect handling and how to stay safe when performing tasks.

## Course Content

- Introduction to manual handling
- Manual handling and the law
- The musculoskeletal system
- Mechanics of movement
- Types of manual handling injuries
- Risk assessment
- Control measures for reducing the risks of harm
- Principles of safer handling
- Manual handling equipment

## Benefits

- Upon completion of the course you will have an understanding of:
- State the principles of safe lifting to minimise risk of injury
  - Be aware of parts of your body that are at risk of injury due to poor handling techniques and understand common injuries and how they occur
  - Better recognise the hazards of manual handling and how to help reduce them in your workplace

## Who Attends

*This course is suitable for people aged 16+ who might need to provide first aid by responding to a wide range of accidents, injuries and illnesses that they could encounter in their workplace.*

## Course Length

3 Days

## Overview

This course covers treatment for a variety of injuries and medical conditions that could be encountered in the workplace and provides learners with a more comprehensive understanding of First Aid, in addition to the topics covered on an 'Emergency First Aid At Work' course.

## Course Details

The course runs from 9am until 5pm each day, with a lunch break between the morning and afternoon sessions. We recommend that you bring your own lunch, as not all venues have food outlets on site or nearby.

Delivered in a classroom setting, this course offers a practical, hands-on approach that delivers the skills and confidence to use first aid skills in a real life situation. For added reassurance, each learner is assessed throughout the course using a range of practical demonstrations, question and answer sessions, quizzes and engaging activities designed to coach and support them.

To ensure you get the most effective learning experience, learners must be physically able to participate and we limit group size to 12 people.

Each learner receives a training pack including a host of resources to help them practice the skills covered. The pack includes a course companion workbook, first aid manual, bandages and more.

On successful completion of this course, you will receive a first aid at work certificate which is valid for three years by the British Red Cross. This course meets the requirements specified by the Health and Safety (First Aid) Regulations 1981.

The HSE requires 18 contact hours for this course. Learners must attend all sessions to be eligible for assessment, which is done by continuous observation and questioning during the course. For more information on this course please contact us.

Based on your needs, the nature of your organisation and the risks staff may face, we may recommend the 'Emergency First Aid At Work' course - our most comprehensive training option which covers the widest range of injury and illness scenarios.

This 3 day course is ideal for large organisations, high risk industries (e.g. construction) and organisations which have staff with known medical conditions. If any of these are true of your workplace, we suggest this course is most suitable for your needs at this time.

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## First Aid at Work Refresher

This refresher brings your First Aid knowledge up to date, as well as giving you a thorough overview of the legislative changes and their impact in the workplace. It builds on the material in the original course.

COURSE LENGTH – 2 Days



### Benefits

Learners will develop the first aid skills and confidence to help someone who:

- Is unresponsive and breathing
- Is unresponsive and not breathing, including how to use an automated external defibrillator (AED)
- Is choking / bleeding / suffering from shock
- Has burns / Feels faint
- Has been poisoned
- Has a head injury
- Has hypothermia or heat exhaustion
- Has an injury to a bone, muscle or joint (including spinal injuries)

Learners will also be able to help a casualty who is having a:

- Seizure
- Heart attack, including the administration of aspirin
- Angina attack
- Stroke
- Asthma attack
- Severe allergic reaction
- Diabetic emergency

The course also includes information on:

- Assessing a casualty
  - Monitoring a casualty
  - Where to get help
  - Electrical incidents
  - Accident recording and reporting
  - The control of substances hazardous to health (COSHH)
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## Who Attends

This course provides delegates with the knowledge and skills that will enable them to safely and competently carry out the role of a Fire Warden / Marshall.

## Course Length

Half Day



## Entry Requirements

Learners applying for the NPORS CSCS Card, or those requiring the 'HS&E TESTED Logo' displayed on their card must have passed the CITB Operatives Health, Safety and Environment Test within the last 2 years.

Good understanding of spoken and written English.

## About NPORS

The National Plant Operators Registration Scheme is one of the UK's leading Accreditation and Registration Bodies, working across the Construction, Industrial, Utilities, Warehousing and Distribution, Agricultural, Ports and Marine sectors. NPORS maintains both national and international standards by working with industry and Accredited Training Providers.

## Assessment

The NPORS Assessment includes a Theory Evaluation made up of open and multiple choice questions and a NPORS Practical Assessment.

## Certification

Certification for this course is valid for 5 years.

## Benefits

Upon successful completion of this course you will have an understanding of:

- The basic principles of fire safety
- What fire is and how it spreads
- Assessing fire risks
- Fire prevention
- Controlling the effects of fire if they start
- Means of extinguishing a fire
- The role of a Fire Warden
- Emergency procedures and means of escape

## Who Attends

This IATP accredited (Category A) course provides a comprehensive introduction to the dangers of working with asbestos, ensuring staff are appropriately trained in order to work safely.

## Course Length

3 Hours



## Overview

The information covered in this course is presented at an awareness level for anyone who needs to understand what asbestos is and what is generally required in law.

It does not cover the legal requirements to carry out work with asbestos.

For more information regarding working with Asbestos contact us or see our:

**'Level 2 - NVQ Diploma In Removal Of Hazardous Waste (Asbestos)'**

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## Asbestos - Know the Risks

Around 5,000 people die per year of asbestos related diseases.

Workers can easily be exposed without knowing it – either from their own activities or work tasks undertaken by other people and buildings built before the year 2000 commonly used asbestos in a variety of materials, including floors, walls, ceilings, insulation, electrical products.

And, it's very easy to unwittingly disturb these lethal fibres. A wide range of routine maintenance tasks that are apparently low risk can easily release asbestos fibres. For example, simply drilling or sanding a surface can make the fibres airborne.

## Benefits

Upon completion of the course learners will have an understanding of and be able to:

- Identify the properties of asbestos and outline the history of its use
- Outline the health effects of asbestos
- Outline the types, uses and likely occurrence of asbestos and asbestos containing materials (ACMs) in buildings and plant
- Identify the main statutory provisions that relate to asbestos
- Know the correct procedures to follow in an emergency
- Know how to avoid the risks of asbestos

## Who Attends

*This course is essential for delegates who are required to operate petrol driven cut off saws in the course of their daily work.*

## Course Length

Half Day



## Overview

This Site Right accredited course will provide delegates with the necessary skills and knowledge to safely operate petrol driven cut off saws.

Accidents associated with the use of this equipment are becoming more common and this course aims to raise industry standards and minimise future injuries.

This attracts a CITB Short Course Duration Grant at Tier 1, with a value of £30. Please see the Grants and Funding tab on the CITB website for further information.

## Entry Requirements:

Learners must have a good understanding of spoken and written English.

## Certification

Delegates successfully completing the course will receive a Site Right approved certificate.

## Course Content

- Health & safety
- Personal protective equipment
- Dust and silica awareness
- Noise and hand arm vibration
- Exhaust gas and carbon monoxide
- Machine pre-use inspection
- Blade selection
- Fuelling and fuel safety
- Cold and hot starts
- Reactive forces – hazard awareness
- Machine transportation
- Practical assessment

## Benefits

- Increased awareness of the health effects linked to cutting silica-based products.
- Increased compliance with Manual Handling, COSHH, Noise, PUWER and PPE Regulations.
- Reduced potential of HSE enforcement action.
- A healthier workforce.
- Less chance of injury through contact with dangerous equipment.

## Who Attends

*This course is aimed at any person who is involved in the movement of vehicles, covering health, safety and practical lessons on how to move a vehicle in a safe manner.*

## Course Length

1 Day



## Overview

The training is a blend of theoretical and practical, hands-on study. Taking this course will reduce potential accidents, incidents and near events involving moving plant and vehicles on construction sites.

## Course Details

This is a 1 day course but in that time you'll be able to safely marshal a vehicle as per the traffic management plan and gain an understanding of theory behind the Important of marshalling safely.

## Course Content

- To raise awareness of the dangers caused by moving plant
- To understand current legislation and best practice
- Outline the hierarchy of controlling plant and vehicle movement on site
- To put into practice the principles of safe movement of plant, particularly reversing vehicles on site
- Understand organizational duties and procedures on site
- Have a good understanding of signs and signals, approved hand signals and different forms of communication
- Environmental considerations

## Benefits

Upon completion of the course you will have an understanding of:

- The hazards associated with moving plant and vehicles around a construction site
- How to communicate and direct plant using hand signals and two communication equipment. Outline the hierarchy of controlling plant and vehicle movement on site
- Increased staff awareness of the dangers of moving plant and vehicles and how mitigate against the dangers.

## Who Attends

This course is aimed at any person who is required to work at height in the workplace.

## Course Length

Half Day



## Overview

This course has been designed to increase awareness of the dangers of working at height and how to safely wear a full body harness.

## Course Details

The course is a half day course delivered in the classroom and will involve a practical session including inspecting and fitting a safety harness.

## Course Content

- List the main requirements of the Work at Height Regulations 2005
- Identify own activities within the workplace to evidence compliance with the Work at Heights Regulations 2005.
- List the main safeguards applied to working at height operations
- List preventative measures that protect against falls from heights.
- Identify the main components of a risk assessment for working at height operations.
- Outline how to complete a risk assessment for working at height operations.
- Complete a working at height risk assessment for own area of work
- Identify the purpose of a dynamic risk assessment when working at heights.
- Outline the requirements for using the following: Step ladders, Fixed ladders, MEWPS, Scaffolding
- Outline the types of safety harness.
- Explain how to inspect a safety harness.
- Demonstrate the correct method for fitting, adjusting and using a safety harness.
- State the methods for inspecting and storing a safety harness after use.
- State actions to be taken if equipment is damaged or faulty.

## Benefits

- Upon completion of the course you will have an understanding of:
- The Importance of reducing accidents and near miss events from working at height activities
- Different types of working at height equipment and the dangers associated.
- Work at Height Regulations overview and hierarchy.
- How to safely fit and inspect a full body safety harness

## Who Attends

The risk assessment course is aimed manager, supervisors and persons responsible for producing, reviewing and amending risk assessments.

## Course Length

3/4 Day



## Overview

This course has been designed to provide an awareness of what employers and employees duties are under the Management of Health and Safety at Work Regulations 1999.

## Course Details

The course is a ¾ day course delivered in the classroom and will involve a practical session including risk assessing a whole range of activities the delegates are familiar from within their own work environment.

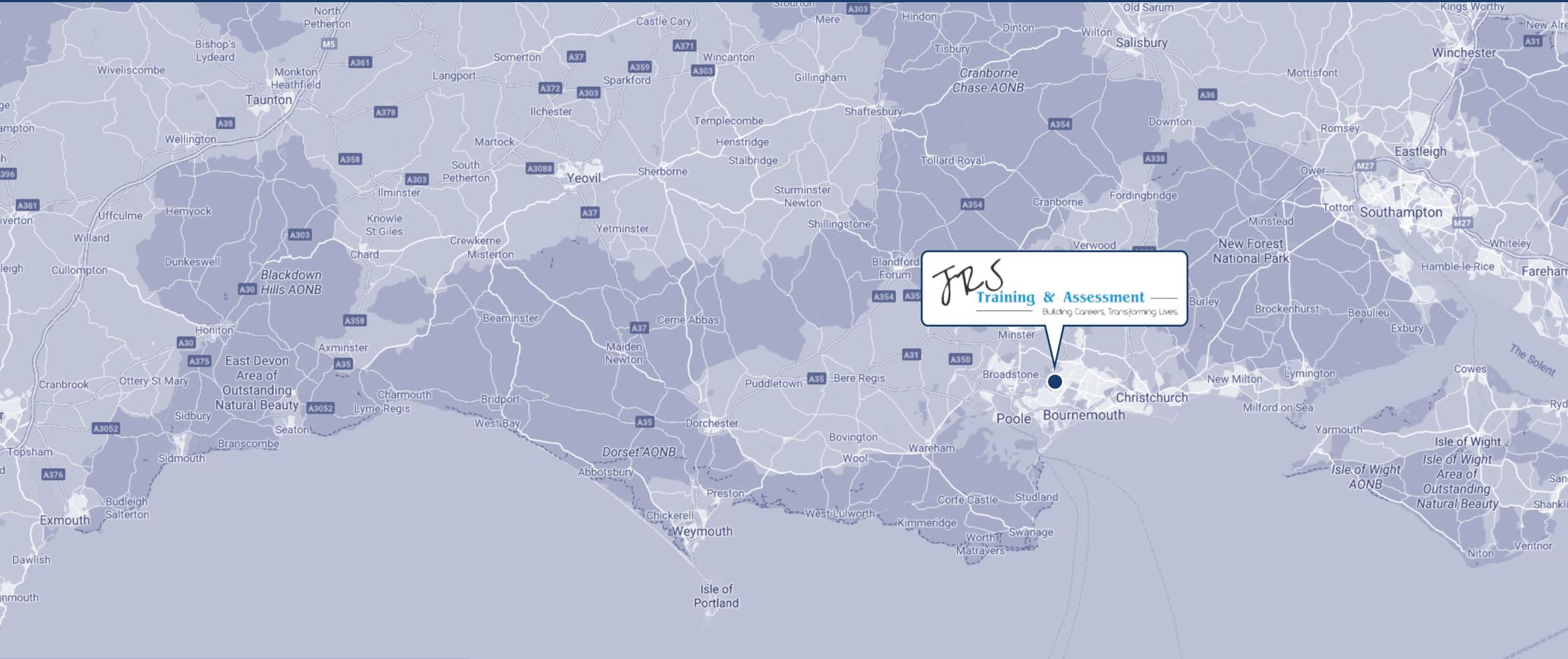
## Course Content

- Overview of the Management of Health and Safety at Work Regulations 1999
- Understand the importance of risk assessments
- Understand the principles of controlling risks
- Understand how a risk assessment is undertaken.

## Benefits

Upon completion of the course you will have an understanding of:

- Recognise and control hazards in your workplace.
- Create awareness among your employees – and use it as a training tool as well.
- Set risk management standards, based on acceptable safe practices and legal requirements.
- Reduce incidents in the workplace.
- Save costs by being proactive instead of reactive.



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**CLIENT LIST**

