



Health and Safety Training Courses

Course Provision 2026/27 Q2

The following table should be read in conjunction with Leicester City Council’s Health & Safety Management Standard ‘Health & Safety Training’.

Book through ESS, email: healthandsafetytraining@leicester.gov.uk, or telephone: 0116 454 3210

Training Course	Who should attend	Type & Duration	Notes	Recommended Refresher	Advisors	Venue
Accident & Incident Investigation	<ul style="list-style-type: none"> All staff responsible for completing accident investigations Managers 	<ul style="list-style-type: none"> Face to face 3 hours 	Content also included within Managing Health & Safety course	3-5 years	Natalie Watts	<ul style="list-style-type: none"> 8 Sept 26, 09:00 -13:00 Town Hall Tea Rooms
Asbestos Awareness (Also covered on BRO course) NOT SUITABLE FOR HOUSING STAFF	<ul style="list-style-type: none"> All BROs EBS Managers Premises Officers Monitoring Officers Contract Managers Project Managers (Unless attending BRO course which includes Asbestos Awareness module)	<ul style="list-style-type: none"> MS Teams 1 ½ hours E-Learning 		3 years	Tracy James Bav Odedra	<ul style="list-style-type: none"> 8 Oct 26, 10:00 -11:30 MS Teams
Building Responsible Officer (BRO) (incl. Asbestos Awareness, Water Hygiene)	<ul style="list-style-type: none"> All BROs Property Staff Premises Officers 	<ul style="list-style-type: none"> Face to face 3 hours 	Refresher can be completed online (see below)	3 years (e-learning refresher is available, see below)	Tracy James All	<ul style="list-style-type: none"> 5 Aug 26, 09:30-13:00 City Hall 1.14 Halford Wing 15 Sept 26, 09:30-13:00 City Hall 1.14 Halford Wing

Awareness & Statutory Inspections modules)						
Building Responsible Officer Refresher	<ul style="list-style-type: none"> All BROs Property Staff Premises Officers 	<ul style="list-style-type: none"> E-Learning (refresher) 	Refresher to face to face BRO training	3 years		
Communicable Diseases	<ul style="list-style-type: none"> All staff who are likely to work in close contact with service users i.e. providing personal care or cleaning 	<ul style="list-style-type: none"> E-Learning 				
COSHH Awareness	<ul style="list-style-type: none"> All staff who have significant exposure to hazardous substances/chemicals 	<ul style="list-style-type: none"> Face to face 2 hours E-Learning (refresher) 		3 years	Steve Taylor Bav Odedra	<ul style="list-style-type: none"> 2 July 26, 09:30-12:00 City Hall 1.13 Halford Wing 17 Sep 26, 09:30-12:00 City Hall 1.13 Halford Wing
COSHH Risk Assessment	<ul style="list-style-type: none"> COSHH Risk Assessors (Manager or Delegated Assessor) 	<ul style="list-style-type: none"> Face to face 2 ½ hours 		3 years	Steve Taylor Bav Odedra	<ul style="list-style-type: none"> 2 July 26, 13:00-16:00 City Hall 1.13 Halford Wing 17 Sep 26, 13:00-16:00 City Hall 1.13 Halford Wing
DSE Assessor Course	<ul style="list-style-type: none"> DSE Assessors (Manager or Delegated Assessor) 	<ul style="list-style-type: none"> E-learning 				
Evacuation Chair Operator Training	<ul style="list-style-type: none"> Evac Chair Operators 	<ul style="list-style-type: none"> Face to face 2+ hours – dependent on number of trainees 	Chargeable 4 delegates max		Steve Taylor Tracy James Natalie Watts	<ul style="list-style-type: none"> As requested – Customers premises.
Fire Risk Assessment Review	<ul style="list-style-type: none"> Manager, BRO or Delegated Assessor responsible for 	<ul style="list-style-type: none"> E-Learning 				

	reviewing low risk fire risk assessments					
Fire Safety & Portable Fire Fighting Equipment	<ul style="list-style-type: none"> All Staff with responsibility for fire safety 	<ul style="list-style-type: none"> Face to face 2 hours E-Learning (refresher) 	Practical training - External (chargeable)		All	<ul style="list-style-type: none"> As requested
Glass and Glazing	<ul style="list-style-type: none"> Those responsible for carrying out/reviewing glass and glazing risk assessments 	<ul style="list-style-type: none"> E-learning 				
Introduction to Health and Safety	<ul style="list-style-type: none"> All Staff (see page 4 of Corporate Training SMS) 	<ul style="list-style-type: none"> MS Teams 2 hours E-learning 			Tracy James	<ul style="list-style-type: none"> As requested
Introduction to Manual Handling	<ul style="list-style-type: none"> All staff undertaking manual handling 	<ul style="list-style-type: none"> E-learning 				
Managing Health & Safety	<ul style="list-style-type: none"> All Managers/Supervisors 	<ul style="list-style-type: none"> Face to face 3 hours 	Refresher can be completed online (see below)	3 years (see below)	Tracy James Natalie Watts	<ul style="list-style-type: none"> 9 July 26, 09:30-13:00 City Hall 1.13 Halford Wing 30 July 26, 13:30-16:30 City Hall 1.13 Halford Wing 18 Sep 26, 09:30-13:00 Town Hall Tea Rooms
Managing Health & Safety Refresher	<ul style="list-style-type: none"> All Managers/Supervisors 	<ul style="list-style-type: none"> E-Learning (refresher) 	As a refresher to face to face Managing Health & Safety Training			
Manual Handling (Inanimate Objects)	<ul style="list-style-type: none"> All staff undertaking manual handling operations with a significant risk of injury 	<ul style="list-style-type: none"> Face to face 2 hours – dependent on number of trainees 	12 Delegates max	3 years	Steve Taylor Bav Odedra	<ul style="list-style-type: none"> 9 July 26, 10:00-12:00 Housing CTC 5 Aug 26, 10:00-12:00 Housing CTC 2 Sep 26, 10:00-12:00 Housing CTC

Manual Handling Risk Assessment	<ul style="list-style-type: none"> Manual handling risk assessors (manager or delegated assessor) 	<ul style="list-style-type: none"> Face to face 3 hours E-Learning 		4 years	Steve Taylor Bav Odedra	<ul style="list-style-type: none"> 8 July 26, 09:30-12:30 City Hall G.02
Occupational Health Manager Referral Training	<ul style="list-style-type: none"> All current referral managers Staff who wish to become referral managers (required to set up referral manager account) 	<ul style="list-style-type: none"> E-learning 				
Personal Safety: Managing Violence and Aggression	<ul style="list-style-type: none"> Staff who have direct contact with the public 	<ul style="list-style-type: none"> Face to face 3 hours E-Learning 		4 years	Natalie Watts	<ul style="list-style-type: none"> 22 Sept 26, 13:00-16:00 City Hall 1.14 Halford Wing
Risk Assessment - General Health and Safety (Basic principles covered in Managing Health & Safety course for Managers)	<ul style="list-style-type: none"> Risk Assessors (manager or delegated assessor) 	<ul style="list-style-type: none"> Face to face 3 hours 			Tracy James Natalie Watts All	<ul style="list-style-type: none"> 10 July 26, 09:30-12:30 City Hall 1.14 Halford Wing 3 Aug 26, 09:30-12:30 City Hall 1.13 Halford Wing 16 Sep 26, 09:30-12:30 City Hall 1.13 Halford Wing
Sharps	<ul style="list-style-type: none"> Any member of staff at risk of coming into contact with sharps 	<ul style="list-style-type: none"> E-Learning 				<ul style="list-style-type: none"> As requested
Stress, Wellbeing and Resilience at Work	<ul style="list-style-type: none"> All People Managers, Heads, Principals, Business Managers 	<ul style="list-style-type: none"> 3 hours 	Mandatory training for People Managers –	No formal refresher period	Various	<ul style="list-style-type: none"> 7 Jul 26, 09:30-12:30 Town Hall Tea Rooms 17 Sep 26, 09:30-12:30 Town Hall 1.24

			ISMA Accredited			
Water Hygiene Awareness (Also covered on BRO course)	<ul style="list-style-type: none"> All BROs Property Staff Premises Officers Monitoring Officers (Unless attending BRO course which includes Water Hygiene Awareness module) 	<ul style="list-style-type: none"> MS Teams + Face to face 2 hours E-Learning (refresher) 	<p>Theory covered during BRO training.</p> <p>MS Teams followed up with onsite, practical training 12 delegates max</p>	3 years	Steve Taylor Bav Odedra	<ul style="list-style-type: none"> 15 Jul 26, 10:00-12:00 Housing CTC 13 Aug 26, 10:00-12:00 Housing CTC <p>Or</p> <ul style="list-style-type: none"> MS Teams On site – Customers premises
Work at Height	<ul style="list-style-type: none"> Staff who are required to work at height (or who supervise those that do) 	<ul style="list-style-type: none"> Face to face 2 hours – dependent on number of trainees 	12 delegates max	3 years	Steve Taylor Bav Odedra	<ul style="list-style-type: none"> 27 Aug 26, 10:00-12:00 Housing CTC 10 Sep 26, 10:00-12:00 Housing CTC <p>Or</p> <ul style="list-style-type: none"> On site – Customers premises

Courses are free of charge for Leicester City Council Employees (non-schools) and schools who buy into the Health and Safety support services, however we welcome delegates from a wide range of backgrounds and our charges are kept as reasonable as possible.

Cancellations require notification of at least 3 days. Delegate substitution is permitted at any time, even on the day for most courses.

Delegates failing to attend a FREE course without prior notification will be charged:

- **£75 for a full day**
- **£40 for a half day**

Housing CTC (Construction Training Centre) Address – Beaumont Leys Lane (Corner of Strasbourg Drive) LE4 2BF.