



Health and Safety Training Courses

Course Provision 2026/27 Q3

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
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 Dec 26, 09:30 -11:00 MS Teams
Building Responsible Officer (BRO) (incl. Asbestos Awareness, Water Hygiene Awareness & Statutory Inspections modules)	<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"> 2 Oct 26, 09:30-13:00 City Hall 1.13 Halford Wing 29 Oct 26, 09:30-13:00 City Hall 1.13 Halford Wing 10 Dec 26, 09:30-13:00 Town Hall Tea Rooms
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 				
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 reviewing low risk fire risk assessments 	<ul style="list-style-type: none"> E-Learning 				
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 Oct 26, 09:30-13:00 City Hall 1.13 Halford Wing 10 Nov 26, 09:30-13:00 City Hall 1.14 Halford Wing
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"> 1 Oct 26, 10:00-12:00 Housing CTC 19 Nov 26, 10:00-12:00 Housing CTC 2 Dec 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"> 7 Oct 26, 09:30-12:30 Town Hall Tea Rooms
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 				
Risk Assessment - General Health and Safety (Basic principles covered in	<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"> 7 Oct 26, 09:30-12:30 Town Hall 1.24 4 Nov 26, 09:30-12:30 City Hall 1.14 Halford Wing 1 Dec 26, 09:30-12:30 City Hall 1.13 Halford Wing

Managing Health & Safety course for Managers)						
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 – ISMA Accredited	No formal refresher period	Various	<ul style="list-style-type: none"> 13 Oct 26, 09:30-12:30 Town Hall Tea Rooms 17 Nov 26, 09:30-12:30 Town Hall Tea Rooms 9 Dec 26, 09:30-12:30 Town Hall Tea Rooms
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 Oct 26, 10:00-12:00 Housing CTC 3 Dec 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"> 6 Oct 26, 10:00-12:00 Housing CTC 11 Nov 26, 10:00-12:00 Housing CTC 9 Dec 26, 10:00-12:00 Housing CTC <p>Or</p>

						<ul style="list-style-type: none">• On site – Customers premises
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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.