



## **COURSE SYLLABUS**

### **Accidents and Near Misses**

#### **Suitable For:**

All personnel

#### **Course Aim:**

This course is designed to provide candidates with an awareness of the impact accidents have in the workplace and to give an understanding of the legislation and procedures involved when accidents occur, and the correct methods of reporting and investigating such incidents.

#### **Course Content will include:**

- The Law – Regulations & Legislation (including: The Health and Safety at Work Act 1974, The Management of Health and Safety at Work Regulations 1999 & The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013)
- Persons covered by the regulations
- **Recording & Reporting**
  - Fatalities and specified injuries
  - Accidents resulting in incapacity for more than three days
  - Industrial diseases / work-related illness
  - Dangerous occurrences and near misses
- **Conducting an investigation**
  - Keeping records
  - Accident book
  - Communicating the findings
  - Implementing any recommendations

**The course is comprised of classroom-based theory training / exercises.**

#### **Course Objectives:**

On successful completion of this course, candidates will be able to understand current relevant legislation and will have an understanding of the procedures involved when accidents occur, and the correct methods of reporting and investigating such incidents.

**Venue:** Either on-site at clients' premises or at ITS Training Centre

**Duration:** Half Day

**Candidates:** Up to 10 per course

**Certification:** ITS Certification