

# Supervising Safely

3 day course

*Human*  
APPLICATIONS

## Overview

The IOSH-accredited Supervising Safely course is an intermediate-level course aimed at improving the safety knowledge and practical safety skills of those who directly control other people either in the workplace or out 'in the field'. The aim is to provide supervisors and first-line managers with a better understanding and awareness of what to do and when to do it; when to take action and when to step back; how to support good safety practice in others in a constructive and supportive way. In short - how to be the kind of supervisor who plays an active part in helping prevent others from getting hurt and who takes a constructive role in achieving a positive safety culture.

The course is highly interactive and revolves around a series of practical sessions that are centered on 'real-world' problem-solving and troubleshooting concerns. As well as looking at legal and moral responsibilities, we cover the basic of hazard analysis, risk evaluation and risk control - as well as looking at accident and incident reporting and investigation techniques.

The idea isn't to turn supervisors into safety experts, but to encourage their active involvement in a positive and constructive safety 'culture'. Also, whilst being centered on safety supervision skills, tools and techniques the course inevitably looks at the general principles of good supervision. Supervise safely well and we will inevitably supervise business or service-delivery issues better too. There's a business as well as a safety pay-off.

## Aims

- To provide first-line managers/supervisors with an understanding and awareness of modern safety practice so as to allow them to play an effective role in the promotion and maintenance of a positive local safety culture
- To provide a constructive forum for learning practical safety skills, tools and techniques
- To understand how to manage safety and support others to remain safe
- To understand the principle behind reactive safety and effective incident investigation

## Learning objectives

After the course, delegates will have sufficient knowledge to:

- Understand the practical implications of health & safety Law as it applies at the local level
- Play an active role in local risk assessment and risk management programmes
- Be able to help define, implement and supervise safe systems of work
- Play an active role in Incident and accident reporting and investigation
- Be able to support colleagues in promoting safe behaviour whilst in a pressured work environment



## Prerequisites

None, but delegates would benefit from exploring their own organisation's safety policies and procedures for risk assessment and accident/incident reporting and investigation prior to attendance.

## Who should attend?

First line managers and supervisors who are in direct charge of others and want to understand how to discharge their supervisory responsibilities with regard to safety more effectively.

## Outline 3-day Programme - to be tailored to specific local requirements/key concerns

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| <p><b>Day 1</b></p> <ul style="list-style-type: none"><li>• Introduction</li><li>• Establishing 'Core Values' - the legal, moral and business case</li><li>• The importance of the supervisory role in safety</li><li>• Supervising Safely - What are we aiming for? What is effective supervision?</li><li>• European H &amp; S Law - in brief<ul style="list-style-type: none"><li>• Risk Assessment &amp; Risk Management</li></ul></li></ul> | <ul style="list-style-type: none"><li>• Supervision and Safe Systems of Work</li><li>• Translating Risk Controls into Safe Practices</li></ul>   |
| <p><b>Day 2</b></p> <ul style="list-style-type: none"><li>• Risk Assessment &amp; Management (cont'd)</li><li>• Principles and Practice of Risk Control</li><li>• Risk Monitoring &amp; the importance of effective Supervision</li></ul>  | <p><b>Day 3</b></p> <ul style="list-style-type: none"><li>• Human Factors - the Human Side of Work;</li><li>• Influences on Individuals, Groups &amp; Teams</li><li>• The importance and role of Safety Systems</li><li>• Reactive Safety</li><li>• Conducting Tours/Inspections and Audits</li><li>• Incident &amp; Accident Reporting &amp; Investigation</li><li>• Supervising Safely in the Real World</li><li>• Where do we go from here - ACTION PLANNING</li><li>• Exam and end of course practical</li></ul> |

**Contact Details:** For further information about training and our support consultancy services in Ergonomics, Health & Safety & Business Risk Management, contact Nigel Heaton - Director of HA. Tel: 01509 211866 or email [enquiries@humanapps.co.uk](mailto:enquiries@humanapps.co.uk) or visit our website at [www.humanapps.co.uk](http://www.humanapps.co.uk)

