

Health, Safety & Wellbeing Training 2012-2013

Further details on all the courses listed below appear on the University's Health, Safety & Wellbeing web pages – go to www.sussex.ac.uk/hso/

To reserve a place on the courses listed below either:

- Book online, through your Sussex Direct 'personal' page – click on 'staff development' from the drop down menu, then select 'staff development course listings and booking facility' or 'search for scheduled courses'.
- or email safety@sussex.ac.uk

Course title	Date(s)	Times
For senior managers		
Managing Safely	11, 12, 20 & 24 September 2012	09.30-16.30
	7, 8, 14 & 15 November 2012	09.30-16.30
	30, 31 January, 6 & 7 February 2013	09.30-16.30
	13,14, 21 & 22 March 2013	09.30-16.30
	7, 8, 15 & 16 May 2013	09.30-16.30
	16,17, 23 & 24 July 2013	09.30-16.30

For managers and supervisors of all categories and levels		
Manual handling (includes assessment procedures and principles of lifting correctly)	01 November 2012	09.30-12.30
	12 March 2013	09.30-12.30
	03 July 2013	09.30-12.30
Risk assessment – two-part session A and B (Both sessions must be attended)	A: 26 October 2012	10.00-12.00
	B: 02 November 2012	10.00-12.00
	A: 20 March 2013	14.30-16.30
	B: 27 March 2013	14.30-16.30
	A: 18 July 2013	10.00-12.00
	B: 25 July 2013	10.00-12.00

For all staff		
Display screen equipment assessor	4 October 2012	09.30-12.30
	6 March 2012	09.30-12.30
Display screen equipment assessor refresher	18 December 2012	10.00-11.30
	11 April 2013	10.00-11.30
First aid (Emergency First Aid at Work)	6 November 2012	09.30-16.30
	14 February 2013	09.30-16.30
	5 June 2013	09.30-16.30
Fire warden	29 November 2012	10.00-11.00

	9 April 2013	10.00-11.00
	29 July 2013	14.30-15.30
Working Safely	09 October 2012	09.30-16.30
	22 November 2012	09.30-16.30
	28 February 2013	09.30-16.30
	18 & 25 April 2013	09.30-13.00
	18 & 25 June 2013	09.30-13.00
Ladder safety	16 January 2013	09.30-11.00
	11 July 2013	09.30-11.00
Practical manual handling	4 December 2012	10.00-12.00
	7 March 2013	10.00-12.00
	26 June 2013	10.00-12.00
Practical manual handling refresher	19 November 2012	11.30-13.00
	29 April 2013	14.30-16.00
	7 August 2013	10.00-11.30

New staff health & safety induction For dates and times please contact your school's/unit's
Health & Safety Coordinator <http://www.sussex.ac.uk/hso/people>

Specialist training

Please contact the Health and Safety Office (HSO) if you wish to attend any of these specialists Health and Safety training courses.

Asbestos Awareness
Biological Safety Officer
Food Hygiene
Health and Safety Workplace Inspection
Personal Emergency Evacuation Plan (PEEP)
Radiation Safety for Laboratory Workers

Please note if you would like specific Health and Safety training for your team please contact the HSO who will be happy to provide a course specific to your needs.