

# RISK ASSESSMENT

COURSE CONTENT OVERVIEW

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HIGH SPEED™  
TRAINING

This Risk Assessment training course helps businesses to comply with their legal responsibilities under the Management Regulations 1999 by providing learners with a thorough understanding of the risk assessment process.

The course explains each of the steps involved in a risk assessment and helps learners to understand how to identify hazards, reduce the likelihood of harm, and keep records of a suitable and sufficient workplace risk assessment. The course also includes a blank risk assessment template that can be downloaded and used in your own premises.

#### **Module One: Introduction to Risk Assessment**

This module looks at some key risk assessment terminology and common workplace injuries, and explains why risk assessments are essential for your workplace.

- What is a risk assessment?
- Why are risk assessments important?
- Common causes of workplace injuries
- Who should carry out a risk assessment?

#### **Module Two: Legal Responsibilities**

This module looks at the legislation that all businesses must adhere to and outlines how health and safety inspectors enforce the law and issue penalties if your premises doesn't have an adequate risk assessment procedure in place.

- The Health and Safety at Work etc. Act
- The Management of Health and Safety at Work Regulations
- Other regulations
- Approved codes of practice
- Employer responsibilities
- Law enforcement

#### **Module Three: Identifying the Risks**

This module identifies each of the key steps in the risk assessment process, focussing on steps one to three in regards to locating hazards, deciding who may be harmed by them, and calculating the overall degree of risk.

- The steps of a risk assessment
- Identify the hazards
- Decide who might be harmed and how
- Evaluate the risks
- The likelihood of risk
- The severity of harm
- The degree of risk

#### **Module Four: Reducing the Likelihood of Harm**

This module explains the hierarchy of control measures that should be used when determining how to reduce the chances of injury and ill health. The module explains the different types of control measures that can be implemented.

- Decide on precautions
- The hierarchy of control measures
- Engineering controls

- Administrative controls
- Personal protective equipment
- Further help

#### **Module Five: Recording and Reviewing the Results**

This module looks at the importance of keeping a written record of the findings from the risk assessment and ensuring the details are kept up to date. The module also includes a blank risk assessment template for learners to download and use.

- Record your findings and implement them
- Download a risk assessment template
- Review and update

## Aims of the Training

By the end of this course, learners will:

- Understand why carrying out a workplace risk assessment is essential for improving health and safety.
- Understand the types of accidents, injuries and ill health that may occur as a result of failing to manage health and safety.
- Have an awareness of the legal responsibilities of employers and employees in terms of risk assessments.
- Understand each of the five key steps of the risk assessment process.
- Feel confident carrying out a suitable and sufficient risk assessment of the workplace.