

Health and safety Awareness

COURSE INTRODUCTION

Health and Safety is an important part of working within any professional setting, in order to keep workers and vulnerable individuals safe this course will provide you with essential knowledge and guidance to remain compliant.

Learning Aims

- Learn the legislation surrounding health and safety at work
- Risk Management
- Potential risks accidents and illnesses
- Fire safety procedures
- Understanding stress and how to manage it

This training is divided into 6 modules:

1. Legislation for health and safety at work
2. Risk assessments
3. Accidents and Sudden Illnesses
4. Potential Hazards
5. Fire Safety
6. Managing stress

Module 1 – Legislation for Health and Safety at work

Legislation exists to protect people.

The Law covers all aspects of our lives including protecting the health and safety of people at work and those affected by work activities including those who receive care and support.

Some of the legislation includes

Health and Safety at Work etc. Act 1974

(Sets out how employers, employees and the self-employed must work in a safe way, giving every person on the work premises legal duties and responsibilities)

Diseases and Dangerous Occurrences Regulations 2013

Often referred to as 'RIDDOR'. Reporting accidents and incidents is an important part of your work in any health or social care workplace.

The Management of Health and Safety at Work Regulations 1999

Are about how health and safety are managed within a care workplace, including risk assessment, training and ensuring employees receive the information they need.

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Control of Substances Hazardous to Health Regulations (COSHH) 2002

Your organisation should have in place policies and procedures for you to follow they must ensure the health, safety, and welfare of all employees and those in our care.

There are several activities that you must not carry out until you have received special training. Usually, such training would include some practical elements and assessment by a competent trainer.

Such as:

Use of equipment such as hoists and lifts to move people and objects safely

Medication administration

Assisting and moving and handling

First aid

Food handling and preparation

Working in unsafe ways, or working without appropriate training can mean that you are putting yourself, the individuals you support and others at risk of harm.

Module 2 - Risk assessments

A risk assessment is used to spot hazards, dangers and identify ways to reduce the risk of harm they may cause.

The purpose of a risk assessment is to:

- Help individuals to achieve their goals in the safest possible way.
- Reduce or remove risks.
- Enable decisions to be made which are logical, realistic, and legal.
- Provide you with clear guidance and information about how to work safely.

There are 5 main steps to risk assessment which should form the process in protecting people:

- 1) Identifying Hazards
- 2) Who could be harmed?
- 3) Evaluation of Risk
- 4) Recording of findings
- 5) Regular reviews

Risks that are assessed and managed must be reviewed on an ongoing basis.

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Reasons for immediate review include the following:

- A change in the individual's needs
- New equipment available
- Legislative changes
- There is further concerns or a problem
- Lessons learnt from accidents or near misses

Module 3 - Accidents and Sudden Illnesses

Potential accidents could include:

- Slips, trips and falls
- sharps injuries
- needle
- blade
- broken glass
- burns and scalds
- electrocution
- accidental poisoning

As well as injuries arising from accidents, the nature of health and social care means that individuals may have existing conditions which can cause sudden illness. This could include:

- diabetic coma
- epileptic seizure
- fainting
- bleeding
- stroke
- heart attack

If an accident or sudden illness happens you must ensure the safety of the individuals and everyone else who may be affected. You must also be familiar with the individual's care plan, and know how you should respond.

IN EMERGENCY SITUATIONS

You should:

- remain calm
- send for help
- observe the individual
- reassure them
- Stay with the injured or sick individual until help arrives
- observing and noting any changes in condition

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- Complete a full written report and follow the agreed ways of working to inform managers, carers or family members who need to know.

Module 4 - Potential Hazards

Your role may include moving and assisting people and will certainly involve moving and handling objects.

You must have proper training before using this equipment, to ensure that you use it properly and do not injure yourself or the individual.

Did you know.....Over a third of injuries in the workplace, which lead to time off work, are due to moving and handling.

Hazardous substances in your workplace

Hazardous substances found in a health and social care environments include:

cleaning materials

disinfectants

body fluids

medication

Your workplace should have a secure and specific area especially for the storage of hazardous substances. Some hazardous substances should only be handled when the worker is wearing PPE and follow the training provided by your employer.

Module 5 - Fire safety

Fires are a hazard in any workplace and can lead to injury or death. Basic fire prevention measures include:

No smoking or naked flames within the building.

fire doors and emergency equipment is in good working order

Check escape routes are not blocked

Check that appliances have no frayed wires and plugs are turned off to help prevent an electrical fire from starting.

A workplace will have their own specific procedures and actions to be taken in the event of a fire and you must make sure that you familiarise yourself with these procedures.

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Module 6 – Managing Stress

From time to time we all may feel stressed or anxious, this is a very normal emotion to feel however some symptoms can be hard to manage alone, it is important to recognise when you may need to ask for help.

Signs and symptoms may include

- Irritable, angry, impatient or wound up
- Over-burdened or overwhelmed
- Anxious, nervous or afraid
- Unable to enjoy yourself
- Feeling of depression
- A sense of dread
- Worried or tense
- Neglected or lonely

Some people who go through severe stress may experience suicidal feelings. This can be very distressing.

If we experience high levels of stress, these physical effects can get worse. This can also happen if we experience stress for a long period of time.

Where to get help

If someone's mental health problems are affecting their daily life, they may benefit from further support.

Suggest they contact a GP or [NHS 111](#), or that they refer themselves to their local [IAPT \(Improving Access to Psychological Therapies\) service](#). IAPT services cover most of England.

Charities, helplines and communities

- [Find support on the Hub of Hope](#)
- [Visit Samaritans' website](#)

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Tips for managing stress

Look after your wellbeing

- Try to take breaks in your day for things you enjoy. And reward yourself for your achievements, even if they seem small.
- Try to find time to relax.
- Develop your interests and hobbies.
- Spend time in nature.
- Look after your physical health.
- **Build your support network**

It is important to remember that we are all responsible for our own actions at work and understand that risky behaviour could put others in danger. You must follow all training and guidance provided by your employer and report any safety concerns you may have.