



mylearnadfriend

Improving Safety Performance Globally

The Safe Director

The Safe Director

Who is the course intended to help.

The “Safe Director” is designed for busy Business Owners, Directors and Senior Executives.

Aims:

The course aims to provide those with **overall responsibility for a company** with an understanding of their legal duties and the fiscal and moral case for adopting a positive safety culture.

Content:

- The health and safety responsibilities of the company and its board of directors;
- Corporate governance;
- Legal penalties, corporate and personal;
- Effective health and safety management systems.

Intended Learning outcome:

On successful completion of the course, learners will be able to demonstrate their understanding of:

- an employers, directors and employees legal duties;
- the importance of implementing an effective safety management system within the company;
- the benefits of active and reactive monitoring for continued improvements in health and safety performance;
- the need to provide appropriate health and safety training to ensure legal compliance;
- the need to consult regularly with employees on health and safety issues;
- the consequences of failing to manage health, safety and welfare within the company.

Accreditation and assessment;

- The course is accredited by OCN Credit4Learning;
- Following the study of all the course materials, learners will complete an online test;
- Online assesment through multiple choice questions;
- Test results are instant;
- Certification is online;
- Hard copy available upon request;
- Records retained by mylearnadfriend subject to your continued use;
- Up to three resits available.

Duration:

- Course material available online 24/7 and much much more;
- Up to (12) weeks to complete the 4 hour (time managed) programme;
- Downloadable flashcards
- Links to supporting sites (e.g HSE) throughout;
- Learner forums ongoing

Learning Outcomes and Assessment Criteria

Learning Outcomes	Assessment Criteria
<p>The learner should be able to</p>	<p>The learner can</p>
<ul style="list-style-type: none"> Understand ways to plan the direction for effective health and safety management 	<ul style="list-style-type: none"> Evaluate personal responsibilities and assess key targets in relation to health and safety performance Assess the effective communication of health and safety duties and benefits throughout the organisation, to all workers and other relevant parties
<ul style="list-style-type: none"> Understand the necessity of delivering an effective management system designed to ensure risks are dealt with sensibly, responsibly and proportionately 	<ul style="list-style-type: none"> Understand why health and safety arrangements must be adequately resourced Evaluate why competent health and safety advice must be obtained where necessary Analyse why risk assessments must be carried out Recognise the need for employees or their representatives to be involved in decisions that affect their health and safety
<ul style="list-style-type: none"> Understand how effective monitoring and recording systems ensure that formal reviews can proceed as planned. 	<ul style="list-style-type: none"> Evaluate the need for reporting both preventive and incident data Assess the need to carry out periodic audits of the effectiveness of management structures and risk controls Analyse the need to monitor and report the impact of changes such as the introduction of new arrangements, plant, equipment and work processes or products, or any major health and safety failure, as soon as possible
<ul style="list-style-type: none"> Show an understanding of the need to Review health and safety arrangements to establish if systems are effective in managing risk and protecting people. 	<ul style="list-style-type: none"> Evaluate and analyse the need to examine whether the health and safety policy reflects the organisation's current plans, priorities and targets Assess the need to check whether risk management and other monitoring systems have been effectively reported to the board Analyse the need to report health and safety shortcomings, and the effect of all relevant board and management decisions Evaluate the need to take actions to address any weaknesses and a system to monitor their implementation Assess the need to consider immediate reviews in the light of major shortcomings or events.

Unit Specification Part 2 – Assessment Arrangements

Outline of Unit Content

The course deals with the effective leadership of health and safety management.

It is designed for use by all directors, governors, trustees, officers and their equivalents in the private, public and third sectors. It applies to organisations of all sizes.

The aim is for them to understand the essential principles of:

Strong and active leadership from the top:

By demonstrating commitment from the board; establishing effective 'horizontal and vertical communication systems and management structures; integration of good health and safety management within the business.

Worker involvement:

By engaging the workforce in the promotion and achievement of safe and healthy conditions; effective vertical and horizontal communication and providing high quality training.

Assessment and review:

By identifying and managing significant health and safety risks; accessing (and following) competent advice; monitoring, reporting and reviewing performance.

The aim is for them to recognise the need to protect the health and safety of employees or members of the public who may be affected by their organisations activities and that risk management must be led by the board of Directors.

Learning Outcomes and Assessment Criteria

Outline of Proposed Learning Activities/Approach to Delivery

The programme is delivered on line and is available 24/7 from anywhere that has an internet connection. The e learning course will be provided through a Managed Learning Environment (MLE) and consists of interactive modules containing the underpinning knowledge for the programme and activities for learners to apply their knowledge and practice their skills. Learner progress can be tracked from commencement through to Certification

Outline of Resources/Bibliography (as appropriate)

Learners will be able to access the Safe Director e-learning course from www.mylearnadfriend.co.uk

Assessment Methods/Tasks	Assessment Evidence for each Learning Outcome
<p>Assessment will be through an online test using multiple choice questions.</p>	<p>Learners must achieve a 70% pass mark to gain a certificate of achievement. LO1- LO4</p> <p>Those failing to achieve the required pass mark will be given the opportunity to re-sit the test. Maximum tests to be taken will be three.</p>