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Professional Online Training Course RoSPA Certified Course can be taken on desktop, laptop or tablet Instant 24/7 access Download the certificate upon completion Bulk discounts available Chartered health and safety e-learning supplier The Control of Substances Hazardous to Health (COSHH) Regulations 2002, under regulation 12, states that "every employer who undertakes work which is liable to expose an employee to a substance hazardous to health shall provide that employee with suitable and sufficient information, instruction and training." All employees have a legal responsibility to cooperate with their employer to meet their obligations. This online COSHH course deals with how to communicate preventative and control measures to avoid harmful exposure to hazardous substances in the workplace. The course has just been updated to include the new international COSHH symbols while also showing the old symbols to compare them and ensure that the trainee understands the meaning of the new symbols that must be used in future. Please note: This e-learning course only provides awareness education. Additional face-to-face safety training would be needed in order to gain the necessary knowledge to be able to work safely in your organisation. Contact our consultants for more information. COSHH Course Content & Objectives This COSHH training course consists of four modules that cover hazardous substances, classification and COSHH symbols, health risks and control measures, which then culminate in a final test which examines employees on the course content. Below is a detailed breakdown of the topics covered across all the modules in this course. Recognise some hazardous substances in your own workplace List some health risks from hazardous substances Outline the responsibilities of employers and employees for safe use of hazardous substances Review relevant legislation List the different ways a hazardous substance can enter the body Describe some of the effects hazardous substances can have on health Recognise the symptoms of some specific health conditions Recognise pictograms on products and explain the significance of each one Apply information from product labels and safety data sheets to determine what precautions to take when using a product Choose relevant information from a safety data sheet to use in a COSHH assessment Recognise pictograms on products and explain the significance of each one Apply information from product labels and safety data sheets to determine what precautions to take when using a product Choose relevant information from a safety data sheet to use in a COSHH assessment How Should Take the COSHH Training Course? This online COSHH training is for any employees who work with hazardous substances in the workplace. This can include, but is not limited to: Caterers Cleaners Engineers Manufacturers Hairdressers Beauticians Builders Benefits of COSHH Training Immediately communicates what a hazardous substance is and the different forms it can appear as Mitigate potential liability in case of an accident caused by hazardous substances Audit trail - evidence of completion and understanding of the COSHH course Low-cost, high-quality online COSHH training Flexible online training system, which means that the course doesn't interfere with working hours and can be completed at a convenient time No costs for travelling to remote training centres to complete the COSHH training course No overnight hotel/accommodation costs as the training course can be completed at home COSHH Certification once you have completed the course, a COSHH certificate will be generated, which you can print off. This allows you to provide evidence of your qualification for compliance and auditing. This can be downloaded as a PDF document which can be saved and sent to the employer. The content of the course has been approved by RoSPA (Royal Society for the Prevention of Accidents) and is considered a quality course. How Often Should COSHH Training Be Refreshed? In the UK, it is recommended that employees receive regular refresher training on the Control of Substances Hazardous to Health (COSHH) regulations at least once a year. This is to ensure that employees are aware of the latest regulations and procedures for handling hazardous substances, and that their knowledge is up to date. However, the frequency of refresher training may vary depending on the nature of the work and the substances being handled, so it is important to assess the need for training on a case-by-case basis. Contact Us Discounted prices are available for bulk purchases of our online COSHH training course, as listed above. The discount will be calculated automatically at the checkout, so just select the number of training courses that you require and make your purchase. For more information on the online COSHH training course, get in touch with us at 01237 477 931. Providing health & safety training alone is simply not enough. With regular updates to legislation and changes within your business, refreshers are certainly important to keep your employee's knowledge and understanding up to date. While there is no legal requirement to update your staff's health & safety training, you should be aware of current and upcoming changes to regulations which apply to your industry and ensure that every individual is aware of current guidelines. When do employees require health & safety training? There are certain times throughout their employment when employees will require health & safety training. This includes: On the first day When employees start a new job, or at least within the first few weeks of employment, they must complete the basic health & safety training required for their role. This will ensure that from day one they are aware of simple health & safety rules. Such as: After an accident or work If an incident has occurred and you feel it has been handled correctly, it may be best to review your health & safety training processes. Giving your current employees a refresher and training new employees understand the company's procedures. Not only this, but training after an incident may help employees identify what they missed or where they went wrong so that this doesn't happen again. Ongoing training Regular health & safety training throughout an employee's time with your business is important to mitigate risks and prevent safety incidents from occurring. Over time it can be easy to forget what was mentioned on the first day of a new job, so checking in every now and then helps to guarantee that every member of staff is up-to-date and understands their role's responsibilities in keeping your workplace a safe environment. Changes within a business to work practices, for example, may mean staff need to be updated on latest procedures. The HSE recommends that health & safety training be refreshed annually, giving everyone a chance to renew their knowledge and understanding. What health and safety training is required? Basic health & safety training is legally required for all employees. Other, more detailed, and industry-specific training may be required depending on the job role of the employee. More information can be found in our article, Legal requirements for health & safety training in the UK. Costs and time required The HSE recommends that health & safety training for employees should be free and accessible during work hours. As an employer it is therefore your responsibility to source suitable training courses or to find a qualified training provider. For employers H&S training should be considered a valuable investment that not only works to protect staff but also keeps the business legally compliant with health & safety legislation. There's a range of options when it comes to choosing the right health & safety training courses for your staff. From considering costs to relevancy and quality of training, you can choose to work with an external training provider or assign this job role to a competent and qualified member of staff. With BrightSafe software you will gain free access to our range of health & safety e-learning courses, in addition to 24/7 health & safety advice, near-miss reporting, and our exclusive health & safety app. Do health & safety training courses expire? Employees require refresher training every 12 months, not every health & safety training course has an expiration date. However, if you are unable to manage your training by keeping track of who has completed training and when, so you can ensure everyone is provided with refresher training as needed. E-learning offers one of the best ways to provide quick, simple, and accessible training that your staff can complete anytime from any device. The benefits of health & safety e-learning therefore, make it a popular choice for many types of businesses. Manage and keep track of health & safety training with BrightSafe The BrightSafe health & safety software allows you to keep all your health & safety records and documentation in one easy-to-access platform. With online access, via a desktop or mobile device, you can assign important documents and courses to staff, making sure that everyone has signed, accessed and completed all essential and mandatory health & safety training and documentation. Our health & safety learning management system provides you with free access to a wide range of e-learning courses. Suitable for a variety of industries, roles, and legal requirements. CPD-accredited and RoSPA assured, these online courses will help to protect your staff from workplace hazards and ensure your business stays compliant. Only a phone call away, BrightHR are here to support you, so you can be confident that your business is safe, and staff are protected. Book a free demo today to see BrightHR and BrightSafe in action. COSHH essentials produces generic advice. The legal requirement is that the risk assessment must be suitable and sufficient, so check that the downloaded sheets fully describe the task you do. If so, follow the advice in the sheets. Otherwise, think about how else you could use the advice to avoid workers health being harmed. You should take into account any information you have on levels of exposure, such as the results of monitoring, or health checks. For further information see the HSE publication A step by step guide to COSHH assessment. Employers must provide information about the hazards, risks and control measures, and instruction and training to use the control measures. All employers must carry out a risk assessment and hazards to health if it is hazardous in the form in which it occurs in the work environment. You should find that health and safety education is working with the hazards and materials and look how workers can be exposed to hazards. Use the information to manage the risks to health and minimise exposure by taking sensible measures, such as using a vacuum cleaner instead of a brush, or keeping lids on containers. How do I carry out a COSHH risk assessment? provides more information. Posted 4 years ago Health and safety training is a fundamental requirement for businesses of all sizes, ensuring employees are equipped to work safely and efficiently. However, unfortunately, there isn't a 'one size fits all' answer as health and safety regulations and requirements vary for different industries due to roles, risk levels and much more. Staying on top of these regulations is crucial to maintaining compliance, reducing workplace accidents, and fostering a strong safety culture. This guide will cover how frequently health and safety training should be refreshed, legal requirements, industry best practices, and actionable steps to ensure compliance without unnecessary costs or disruptions. Why regular health and safety training refreshers are Essential Health and safety training isn't a one-off event. Over time, employees may forget critical safety principles, workplace procedures might change, and new risks can emerge. Without regular refreshers, even the most well-trained employees can fall into bad habits or fail to recognise new hazards in their work environment. Regular refresher training ensures that staff: Stay competent in their roles and responsibilities - Employees need to continually reinforce their understanding of safety measures to perform their duties safely and effectively. Maintain awareness of potential workplace hazards - Risks evolve as workplaces introduce new equipment, processes, or materials. Regular training helps employees recognise and mitigate these risks proactively. Understand and comply with the latest safety regulations - Health and safety laws frequently change. Ensuring staff are up to date helps businesses avoid compliance breaches and potential fines. Reduce the risk of workplace accidents, injuries, and legal liabilities - Well-trained employees are less likely to make mistakes that could lead to injuries, property damage, or costly lawsuits. Adapt to new equipment, processes, or changes in the work environment - Whether it's new machinery, updated safety procedures, or industry-specific regulations, ongoing training helps employees adjust to workplace changes smoothly. Reinforce the employer's commitment to a strong safety culture Regular training demonstrates to employees that safety is a priority, encouraging them to take ownership of their wellbeing and that of their colleagues. Failing to refresh training regularly can lead to outdated practices, increasing the risk of workplace incidents and non-compliance penalties. HR professionals play a crucial role in scheduling and enforcing training updates to maintain a safe and legally compliant work environment. Legal requirements for health and safety training in the UK Under the Health and Safety at Work Act 1974, employers are legally required to provide 'adequate' training to employees. However, the legislation doesn't specify exact refresher intervals for all training types. Instead, employers must assess their workplace risks and determine appropriate training schedules. So, how often should health and safety training be refreshed? Let's take a look at our guidance on how often health and safety training should be refreshed. Fire safety training - Annually (or more frequently in high-risk workplaces like manufacturing or hospitality). Manual handling training - Every 12 months, or sooner if employees change job roles or responsibilities. First aid training - Every 3 years for full courses, with annual CPR refreshers recommended. Display Screen Equipment (DSE) training - When employees start using new equipment, or at least every 12 months. Working at height training - Every 3-5 years, or whenever legislation or equipment changes. COSHH (Control of Substances Hazardous to Health) training - Annually or whenever new hazardous substances are introduced. Legislation Governing Health and Safety Training Some specific regulations provide clearer guidance on training requirements: The Regulatory Reform (Fire Safety) Order 2005 - Requires fire safety training to be conducted when employees join a business and repeated periodically. It also mandates additional training when significant changes occur in the workplace that could affect fire safety. The Health & Safety (Display Screen Equipment) Regulations 1992 - Stipulates that training on the safe use of display screen equipment must be provided when employees start using it and should be repeated periodically, particularly when there are changes in workstation setups or equipment used. British Standards Kite Mark (BS 9999 - Fire Safety of Buildings) - Requires fire safety training to be provided at least once a year to promote compliance with the British Standards Institute's best practices for fire safety. Employers should also consider industry specific regulations and guidance from professional bodies to ensure compliance with best practices in their sector. Keeping up to date with legislative changes and conducting regular risk assessments will help ensure that all training remains relevant and effective. Industry-specific health and safety training requirements Different industries have different risks, which influence how often training should be refreshed. High-Risk Industries (Frequent Refreshers Required) Construction & Manufacturing - Annual training on site safety, PPE, and working at height due to hazardous environments where employees regularly work with heavy machinery, power tools, and scaffolding. Regular refresher courses ensure workers understand risk assessments, fall prevention, and the correct use of protective gear. Healthcare & Care Sectors - Annual infection control, manual handling, and safeguarding training to protect both staff and vulnerable individuals. With constant exposure to patients, healthcare workers must stay up to date with best practices in hygiene, safe patient handling techniques, and how to identify and report safeguarding concerns. Warehousing & Logistics - Regular forklift operation, manual handling, and fire safety training due to the high risks associated with lifting heavy loads, operating machinery, and working in large storage facilities. Employees must be confident in correct lifting techniques, vehicle safety, and fire prevention strategies, especially in facilities storing flammable materials. Medium-Risk Industries (Periodic Refreshers Recommended) Retail & Hospitality - Periodic training on fire safety, manual handling, and food hygiene. Employees need to be prepared for emergency evacuations, understand safe stock handling procedures, and comply with food safety regulations to prevent contamination and health risks for customers. Education & Childcare - First aid, fire safety, and safeguarding training every 1-2 years to ensure staff are equipped to handle emergencies and protect vulnerable groups. Low-Risk Industries (Annual or Biennial Refreshers) Office Work - DSE training and mental health awareness training every 2-3 years to promote workplace wellbeing. Employees working with scientific need guidance on ergonomics to prevent musculoskeletal disorders, while mental health training helps managers and staff recognise and support colleagues struggling with stress or anxiety. The EAT case that highlights the need for frequent, high-quality training In February 2021, the Employment Appeals Tribunal ruled on a case that serves as a valuable reminder to employers on the importance of regular and high-quality training, particularly when defending claims of discrimination and harassment. In this particular case, an employee with just under 1 year's service, was dismissed by his employer due to poor performance. After their dismissal, the employee alleged that they had been subjected to racial harassment by a colleague and brought a claim for racial discrimination against the company. Their former employers argued that they had taken all reasonable steps to prevent this from happening as they had arranged for employees to receive equality and diversity training two years earlier. However, the tribunal found that they were liable for this behaviour as the training had taken place some time ago and was therefore 'stale'. They could not be said to have taken 'all reasonable steps' as a reasonable step would have been to carry out the training more regularly. The employer appealed, but on 4 February the Employment Appeals Tribunal rejected their appeal and upheld the tribunal's decision. 'Brief and superficial training is unlikely to have a substantial effect in preventing harassment. Such training is also unlikely to have long-lasting consequences. Thorough and forcefully presented training is more likely to be effective, and to last longer.' The employment Appeal Tribunal said: There are a number of reasons why refreshing training MORE frequently than annually. Many companies take an HR compliance stance, and refresh training sporadically through the year. However, if they are to have more than a token training programme, they need to ensure that training is relevant, up to date, and effective. Key signs that your training needs refreshing Even if a training course has a set renewal date, certain situations indicate that refresher training is urgently needed. Recognising these signs early can help prevent accidents, improve compliance, and ensure a safer working environment: Accidents or near misses occur - If workplace incidents happen, it may indicate training gaps. For example, a warehouse worker injuring their back while lifting suggests manual handling training is overdue. New equipment or processes are introduced - Employees must be trained on new tools or procedures to ensure safe use. A factory installing automated machines, for instance, should provide updated safety training. Employees demonstrate unsafe behaviour - If workers stop wearing PPE, ignore fire exits, or lift incorrectly, refresher training can reinforce best practices and prevent accidents. Legislation or company policies change - New regulations may require updated training. For example, changes to fire safety laws might mean employees need refresher sessions on evacuation procedures. Routine training reviews highlight knowledge gaps - If fire drills reveal confusion or staff struggle with COSHH protocols, retraining can address these weaknesses before they lead to compliance issues. Recognising these signs early helps maintain a safe, legally compliant workplace. How can you stay on top of health and safety training To make sure you are staying on top of your health and safety training and that all employees are up to date on the latest regulations, here are a few easy steps on how to incorporate this into your day to day work tasks Create a training matrix - A simple spreadsheet or database tracking who needs which training and when. Use a learning management system (LMS) - Automate training assignments, track completions, and send reminders. Integrate Training into Performance Reviews - Link training completion to employee appraisals and career progression. Schedule regular refresher sessions - Plan training updates into your annual cycle. Log training completion and refreshers in a central system. Use a Learning Management System (LMS) - Automate training assignments, track completions, and send reminders. Integrate Training into Performance Reviews - Link training completion to employee appraisals and career progression. 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