

## Health and Safety Training

The Management Team at Safetynet Security Group will ensure that:

- Arrangements are in place to identify individuals who require induction training;
- Arrangements are in place for induction training to be completed prior to individuals' starting work/being on site;
- Those undertaking the induction training are competent to do so;
- The induction training includes the necessary health and safety information; and
- Where children are participating in work experience on site their parents or guardians are given information at the induction on the key findings of risk assessments prior to their starting work.

The health and safety induction trainer will:

- Train employees, temporary employees, contract staff and transferred employees on the health and safety arrangements in the workplace, including first aid, fire and evacuation procedures;
- Ensure that information on hazards and their control measures are included in the training;
- Ensure that particular consideration is given to young persons and children to ensure that they understand the information provided;
- Ensure that the training is in a format that is understood by the individuals undergoing the induction;
- Identify further health and safety training needs;
- Update the induction training when any changes are made;
- Complete an induction training record for each person and file it appropriately; and
- Confirm the understanding/knowledge gained by individuals during the induction course, either verbally or by using a written questionnaire.

Review date: 01.09.2018

Otis Hanley