

# **DIRECT** **TRAINING** G.B. LTD

***Training for the Future***



**HIGH QUALITY TRAINING  
AT AFFORDABLE PRICES**



# CHOOSE DIRECT TRAINING GB LIMITED FOR QUALITY



And many others

First Aid Industry Body Approved Training  
C.I.T.B Approved Training

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**All up-to-date prices are available from  
Direct Training GB Ltd directly.**

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# Introduction to Direct Training GB Ltd

Choosing your training provider has never been more important. Here are just some of the reasons you should choose **Direct Training GB Limited**.

**Quality** We strive to be perceived by our customers as a company whose service and support consistently exceed those of our competitors.

**Training** Our instructors are highly qualified with hands on experience in their field. This experience, combined with excellent teaching skills, ensures the best methods are used to teach our students. All instructors are C.R.B. enhanced checked.

**Flexibility** We offer bespoke training courses to suit a company's needs. These can be held at our excellent training centre, or at your own premises if they are suitable. Dates and times can be chosen to suit your organisation. First Aid courses can be split over 2 to 4 weeks, therefore limiting the impact of reduced staff levels. We also offer a wide range of on-line courses which can be accessed via our website.

**Support** Each student receives a manual relevant to the course, complete with notes and illustrations covering everything that has been taught. On course completion and the passing of the assessment, if required, each student will receive a Certificate.

**Aftercare** We encourage attendees to contact us if they require additional support. We also remind you in advance when any Certificate is due for renewal, thus helping to ensure that your HSE requirements do not lapse.

**Funding** We are a registered company with the CITB; therefore you may be able to claim funding for any training if you are a CITB registered company.

**When courses are run from our own training centre in Eckington, lunch and refreshments are included for all full day courses.**

# Direct Training GB Ltd

Direct Training GB Ltd will tailor any training to suit the needs of any company. A few examples are listed below, but if your style of company is not on our list be sure to contact us as we can't think of everybody-BUT WE CAN TRAIN THEM!

We not only train in First Aid but also Paediatric First Aid, Manual Handling skills- for moving goods or people, Fire Safety, Fire Marshall & also undertake Fire Risk Assessments, Food Safety, Health & Safety in the Workplace, AED-Automated External Defibrillator (AED).



**We also offer over 70 On-Line courses at competitive prices. See our website for details.**

## **Service user Suggestions:**

- Haulage
- Manufacturing
- Pubs & Restaurants
- Sports & Fitness
- Construction Industry
- Food Preparation Industry
- Garden Centres
- Schools
- Nurseries
- Care Homes
- Retail / Wholesale Outlets

Many of the above have already used our services and return to us on a regular basis for further or alternative training.

Please contact us on 01246 432984 for any queries regarding courses. We will help you if we can-but if we can't - we know a man who can!

## How do companies tackle skills loss (First Aid)?

What a difference in results & cost effectiveness can a competent and confident First Aider make to a company when an accident involving the workforce occurs? Having enough people in your workplace with the necessary First Aid skills to deal with a situation competently is not only essential but also a legal requirement.

With a sound Health and Safety policy in place your First Aiders may not be called upon to treat an injury or illness very often. It is no surprise therefore that with re-qualification only required every three years after the initial training course that First Aid skills may become a little rusty.

### **How skill & confidence levels may be maintained:**

- Over the years concern has been raised by the Resuscitation Council of deterioration in first aid skills and therefore training should not be seen just as a one off training event in a three year period.
- There should be regular refresher training once a year, thus ensuring familiarity with the subject to maintain the skills required in First Aid.
- Don't use jargon or long words in training-keep it simple.
- Keep up-to-date with training methods.

All Direct Training GB Ltd trainers are professional in that they use the latest teaching methods to ensure the students gain as much practical/relevant training experience on the course as possible.

- There are never more than 12 students per trainer.
- We ensure that all students get the appropriate one to one training time.
- Direct Training CPR training involves no more than two/three students to one manikin, assuring that time is maximised for each student.
- Direct Training annual refresher will help to keep students skill and confidence levels high. This will also provide the students with the opportunity to learn of any changes to the recommended procedures.

# 3 DAY FIRST AID AT WORK COURSE

This is a Health & Safety Executive Approved course which complies with the Health and Safety (First-Aid) Regulations 1981. This is an in-depth course that will take you through a wide range of injuries and illnesses that can occur in the home, street or workplace.

## Who Should Attend?

- People that are in high-risk work environments.
- Nominees by an employer who deems that their business requires a First Aider

## Course Content

- Health & Safety
- AED Familiarisation
- Using a First Aid Kit
- Incident Management
- Resuscitation/CPR – Adult, Child, Baby
- Recovery Position
- Choking – Adult, Child, Baby
- Burns & Scalds
- Poisoning including Anaphylaxis
- Epilepsy
- Shock
- Bleeding & Nose Bleeds
- Asthma
- Head Injuries
- Fractures, Sprains & Strains
- Many Other Specific Conditions



## Course Duration

18 hours

## Assessment / Certification

Independent qualified assessors carry out the assessments. Each delegate that passes will receive a Certificate valid for 3 years.

## Forestry Workers

This course is also suitable for those requiring a Forestry certification as directed by the Forestry Commission which will include the extra syllabus on page 11.

# FIRST AID AT WORK 2 DAY REFRESHER COURSE

This is a Health & Safety Executive Approved course, which complies with the Health and Safety (First-Aid) Regulations 1981. This is a refresher course for those that have attended and passed the 3 Day First Aid at Work Course.

## Who Should Attend?

- People who hold a valid First Aid at Work Certificate.

## Course Content

- Health & Safety
- AED Familiarisation
- Using a First Aid Kit
- Incident Management
- Resuscitation/CPR – Adult, Child, Baby
- Recovery Position
- Choking – Adult, Child, Baby
- Burns & Scalds
- Poisoning including Anaphylaxis
- Epilepsy
- Shock
- Bleeding & Nose Bleeds
- Asthma
- Head Injuries
- Fractures, Sprains & Strains
- Many Other Specific Conditions



## Course Duration

12 hours

## Assessment / Certification

Independent qualified assessors carry out the assessments. Each delegate that passes will receive a Certificate valid for a further 3 years.



## Forestry Workers

This course is also suitable for those requiring a Forestry certification as directed by the Forestry Commission which will include the extra syllabus on page 11.

***NB*** – Training can take place 3 months in advance of the Certificate expiry date. The new Certificate will be dated from the expiry date of the “old” Certificate.



# **EMERGENCY FIRST AID AT WORK COURSE**

This Course is ideal for smaller work places for persons in a medium - low risk work environment.

## **Who Should Attend?**

Any member of an organisation who would find themselves in charge, or who has been appointed to take charge of first aid during a first aid emergency in the absence of a qualified First Aider.

## **Course Content**

- Health & Safety
- AED Familiarisation
- First Aid Kit
- Resuscitation/CPR – Adult, Child, Baby
- Recovery Position
- Choking – Adult, Child, Baby
- Burns & Scalds
- Poisoning including Anaphylaxis
- Epilepsy
- Shock
- Bleeding & Nose Bleeds
- Asthma
- Head Injuries
- Breaks, Sprains & Strains
- Specific Conditions (Heart Attack)



## **Course Duration**

6 hours

## **Assessment / Certification**

Assessment is carried out during the course and each delegate will receive a Certificate valid for 3 years.

## **Forestry Workers**

This course is also suitable for those requiring a Forestry certification as directed by the Forestry Commission which will include the extra syllabus on page 11.

# ANNUAL FIRST AID AT WORK REFRESHER COURSE

The annual refresher course will enable you to update and practise your first aid skills on your second year as a qualified first aider.

HSE does strongly recommend that all first aiders attend a refresher course to update their skills in first aid.

## Who should attend?

This course is open to people holding any current First Aid Certificate.

## Course Content

- Managing an incident
- AED Familiarisation
- The priorities of first aid
- Treatment of an unconscious casualty
- Resuscitation / CPR
- Choking
- Shock
- Bleeding
- Common workplace injuries



## Course Duration

3 hours

## Assessment

Continuous assessment by the trainer.

## Certification

To confirm attendance

## Forestry Workers

This course is also suitable for those requiring a Forestry certification as directed by the Forestry Commission which will include the extra syllabus on page 11.

***NB*** – Training can take place 3 months in advance of the Certificate expiry date. The new Certificate will be dated from the expiry date of the “old” Certificate.

# **FORESTRY TRAINING**

Recent changes to Forestry Commission policy recommend those who work in the Forestry industry attend training which includes additional topics relevant to the risks and nature of their work.

## **Who Should Attend?**

This course is ideal for those who work or intend to work in a forestry, agricultural or remote environment, such as tree surgeons and farmers.

## **Course Content**

In addition to the level of First Aid criteria on the First Aid Courses the Forestry Commission recommend adding additional topics including:

- Crush Injuries
- Catastrophic bleeding including chainsaw including chainsaw injuries and gunshot wounds
- Hypothermia / Exposure
- Suspension injuries
- Lyme's Disease
- Lightning & High Voltage injuries
- Casualty evacuation planning

## **Assessment**

Continuous assessment by the trainer.

## **Certification**

This qualification is recognised by the Forestry Commission.



# PAEDIATRIC INITIAL 2 DAY FIRST AID COURSE

This Paediatric First Aid course meets the new requirements for Ofsted

## Who Should Attend?

All people working with babies & young children up to 8 years of age

## Course Content

- Health & Safety
- First Aid Kit
- AED Familiarisation
- Resuscitation/CPR – Adult, Child, Baby
  
- Recovery Position
- Choking – Adult, Child, Baby
- Burns & Scalds
- Poisoning including Anaphylaxis
- Infantile Convulsions
- Shock
- Bleeding & Nose Bleeds
- Asthma
- Head Injuries
- Fractures, Sprains & Strains
- Childhood Diseases

## Course Duration

12 hours

## Assessment / Certification

Assessment is carried out during the course and each delegate will receive a Certificate valid for 3 years.

Meets Ofsted requirements



**LEARN TO SAVE A LIFE!**



# PAEDIATRIC 1 DAY FIRST AID/REFRESHER COURSE

## Who Should Attend?

All people who hold their 2 day initial certificate & people who have occasional interaction with children.  
Example: pool attendant/dinner lady

## Course Content

- Health & Safety
- First Aid Kit
- AED Familiarisation
- Resuscitation/CPR – Adult, Child, Baby
  
- Recovery Position
- Burns & Scalds
- Poisoning including Anaphylaxis
- Infantile Convulsions
- Shock
- Bleeding & Nose Bleeds
- Asthma
- Head Injuries
- Fractures, Sprains & Strains
- Childhood Diseases

## Course Duration

6 hours

## Assessment / Certification

Assessment is carried out during the course and each delegate will receive a Certificate valid for 3 years.

Meets Ofsted requirements



# AED - AUTOMATED EXTERNAL DEFIBRILLATOR

**Training in the use of an Automatic External Defibrillator to improve the chances of surviving cardiac arrest.**

Important factors to consider when assessing the risk of cardiac arrest will include the number of people using a facility and the risk of cardiac arrest occurring at the site. Current international resuscitation guidelines advise that evidence supports the establishment of public access defibrillation programmes (with the installation of an AED) when:

- The frequency of cardiac arrest is such that there is a reasonable probability of the use of an AED at least once in 2 years
- The time from call out of the conventional ambulance service to delivery of a shock cannot reliably be achieved within 5 minutes. (For practical purposes, this means almost the entire UK)
- The time from collapse of a victim at the site until an AED can be brought is less than 5 minutes.
- If cardiac arrest occurs, a patient's chance of survival drops by 10% for every minute that goes by.
- It is a national statistic that the overall chance of survival from cardiac arrest is 5%. Where there is an AED in place and there are trained personnel to use it, this can increase up to 35%.

## Who Should Attend?

- Holders of a current First Aid at Work Certificate.

## Course Content

- To outline the assessment and management of the collapsed patient
- To learn CPR skills
- To discuss the technology of AEDs
- To practice management of the patient in cardiac arrest with CPR and early defibrillation

## Course Duration

4 hours

## Assessment / Certification

Assessment is carried out at the end of the course and each delegate that passes will receive a certificate.



# **FORKLIFT TRUCK**

## **Counterbalance**

The Counterbalance Forklift is the most commonly used piece of equipment for moving freight around a warehouse. The forks do not move forward, so operators have to get right up next to the load they intend to carry. Counterbalance Forklifts are the primary choice when weight is of major concern. It must be understood that Counterbalance Forklifts are intended to move hefty loads across great distances. Knowing that, it should be obvious that operating a counterbalance forklift in a warehouse setting poses additional challenges that need to be overcome. This course is for use of Truck's up to 5 tonne weight load.

### **Who Should Attend?**

- Anyone who uses a Counterbalance Forklift Truck
- Complete novices
- Experienced Forklift users but who have received no formal training
- Those who require refresher training

### **Course Content**

- Responsibilities under the Health & Safety at Work Act, 1974, PUWER 98 & LOLER 98
- Operators Safety code
- Re-fuelling and re-charging of Gas, Electric or Diesel counterbalance forklift truck
- Pre-use checks
- Factors affecting stability
- Motive and hydraulic controls of the Counterbalance
- Manoeuvring the Forklift truck in open and confined areas
- Stacking at different levels
- De-stacking with laden and un-laden pallets



### **Course Duration**

- Refresher or Conversion Training - 1 day
- Experienced but received no formal training - 2 days
- Complete novice training - 5 days

### **Assessment / Certification**

Certificates are valid for 3 years.

Theoretical assessment of 5 open and 20 multiple choice questions, which can be conducted orally where literacy difficulties exist.

Practical Test of basic operating skills, confirming skills taught on the Forklift training course

**NPORS Accreditation available for an extra fee**

# **FORKLIFT TRUCK** **Reach**

Reach Trucks are designed to work in narrow aisle warehousing spaces. They have two outer legs that distribute the load weight; with a wheel configuration of two or one wheels per leg. The wheel base of a reach truck is the same length as a normal counter-balance forklift; however the body is more compact.

## **Who Should Attend?**

- Anyone who uses a Reach Forklift Truck
- Complete novices
- Experienced Forklift users but who have received no formal training
- Those who require refresher training

## **Course Content**

- Responsibilities under the Health & Safety at Work Act, 1974, PUWER 98 & LOLER 98
- Operators Safety code
- Re-fuelling and re-charging of Gas, Electric or Diesel Reach forklift truck
- Pre-use checks
- Factors affecting stability
- Motive and hydraulic controls of the Reach Forklift Truck
- Manoeuvring the forklift truck in open and confined areas
- Stacking at different levels
- De-stacking with laden and un-laden pallets

## **Course Duration**

- Refresher or Conversion Training - 1 day
- Experienced but received no formal training - 2 days
- Complete novice training - 5 days

## **Assessment / Certification**

Certificates are valid for 3 years.

Theoretical assessment of 5 open and 20 multiple choice questions, which can be conducted orally where literacy difficulties exist.

Practical Test of basic operating skills, confirming skills taught on the Forklift training course

**NPORS Accreditation available for an extra fee**





# **FORKLIFT TRUCK**

## **Telescopic Handler-Telehandler**

A Telehandler, also called a Telescopic Handler, Teleporter, or boom lift, is similar to a forklift, but has a boom, which makes it more like a crane than a forklift. The increased versatility of a single telescopic or articulating boom can extend forward and upwards from the vehicle. On the end of the boom the operator can fit one of several attachments. Telehandlers are usually mounted on a four-wheel drive chassis and equipped with a telescopic boom that can provide lift heights to 50 feet or more. Telehandlers are widely used in the agriculture and construction industry. Most are fitted with pallet forks for lifting materials. The range of attachments used will depend upon the design of the particular Telehandler.

The most popular attachments for a Telehandler are:  
Fork tines, Earth moving bucket, Work platform and Lifting jib

### **Who Should Attend?**

- Anyone who uses a Telescopic Handler - Telehandler Forklift Truck
- Complete novices
- Experienced Forklift users but who have received no formal training
- Those who require refresher training

### **Course Content**

- Responsibilities under the Health & Safety at Work Act, 1974, PUWER 98 & LOLER 98
- Operators Safety code  
Re-fuelling Diesel Telehandler truck
- Pre-use checks
- Factors affecting stability
- Motive and hydraulic controls
- Manoeuvring the Telehandler Truck in open and confined areas
- Working at different levels

### **Course Duration**

- Refresher or Conversion Training - 1 day
- Experienced but received no formal training - 2 days
- Complete novice training - 5 days



### **Course Assessment**

Certificates are valid for 3 years.

Theoretical assessment of 5 open and 20 multiple choice questions, which can be conducted orally where literacy difficulties exist.

Practical Test of basic operating skills, confirming skills taught on the Telehandler training course.

**NPORS Accreditation available for an extra fee.**

# **FORKLIFT TRUCK**

## **Flexi & Bendi**

This machines unique design allows the truck to stack full pallets in narrow aisles yet still operate in a yard unloading lorries and carrying out other similar duties like counterbalance or a reach truck.

### **Who Should Attend?**

- Anyone who uses a Flexi & Bendi Forklift Truck
- Complete novices
- Workers who are experienced forklift users but who have received no formal training
- Those who require refresher training

### **Course Content**

- Responsibilities under the Health & Safety at Work Act, 1974, PUWER 98 & LOLER 98
- Operators Safety code
- Re-fuelling and re-charging of Gas, Electric or Diesel Flexi/Bendi
- Pre-use checks
- Factors affecting stability
- Motive and hydraulic controls of the Flexi-counterbalance
- Manoeuvring the Forklift Truck in open and confined areas
- Stacking at different levels
- De-stacking with laden and un-laden pallets

### **Course Duration**

- Refresher or Conversion Training - 1 day
- Experienced but received no formal training - 2 days
- Complete novice training - 5 days

### **Course Assessment**

Certificates are valid for 3 years.

Theoretical assessment of 5 open and 20 multiple choice questions, which can be conducted orally where literacy difficulties exist. Practical Test of basic operating skills, confirming skills taught on the Forklift training course.

**NPORS Accreditation available for an extra fee**

**On-site training only**



# EARTH MOVING PLANT TRAINING

It's not just construction companies that use plant and machinery. Builders Merchants, Warehouses, Recycling Centres, Farms, etc. We ensure that no matter where you are or what you're using, it's being done safely by educated workers.

Direct Training GB Limited is able to supply bespoke in house training and assessments on most items of plant and machinery for clients nationwide.

We'll deliver information, instruction and training on most items of plant and machinery that you're using so that your workforce are made aware of the risks involved to educate them on becoming better operators. In addition we will also take a look at the working conditions and offer advice for how you can make your site a safer environment.

## Our Plant Training covers all types including:

- Forward/Rear Tipping Dumper
- Skid Steer Loader
- Bulldozers
- Tracked/Wheeled Loading Shovel
- RORO Lorries
- Tractor/Trailer.
- 360 Excavators
- Face Shovel Excavators
- Material Re-Handlers
- Motorized Graders & Scrapers
- Landfill Compactors
- 180 Back Actor 3CX



**For further information or to see details on the type of plant equipment we cover, see our website: <https://www.direct-training-gb.co.uk/earth-moving-plant-training> or contact the office on 01246 432984**

## Course Duration

Varies according to level of knowledge and equipment

## Course Assessment

Certificates are valid for 5 years  
Theory and practical tests will be given.

## **On-site training only**

# Lifting & Slings

A lifting sling is used with a lifting device or crane to lift objects effectively and safely. Slings usually consist of cable, chain, rope or webbing, and generally include metal devices such as hooks, shackles, links or rings.

This course is designed to provide delegates with an understanding of the theory and rating of lifting equipment, an overview of the legislation as applied to the user and provide an appreciation and practical experience of types of lifting equipment and conducting routine pre-use inspections.

## **Equipment covered in the course includes:**

- Polyester roundslings
- Polyester webslings
- Chain slings
- Wire rope slings
- Shackles
- Plat Clamps
- Eyebolts
- Hooks
- Chain and lever hoists

## **Who is this course suitable for?**

This course is for people who are involved in lifting procedures that would benefit from an appreciation of how to conduct and / or manage safe lifting operations.

For people who have completed the training before, this course can be taken as a refresher.  
(Half a day)

For people who are new to lifting & slinging this course can be taken as a novice.  
(1 day)

## **Certification:**

Delegates successfully completing the course will be awarded a certificate valid for 3 years.

## **Course Duration:**

This course is half a day in duration for those who have done completed it before and are doing the course as a refresher or 1 day for someone who is a novice to lifting and slinging.

## **On-site training only**

# **DRIVER CPC**

Direct Training (GB) Ltd is a JAUPT approved training centre (approved centre no. ACO2438) and offers a range of driver CPC courses for drivers of LGV (Large Goods Vehicles).

## **Introducing Driver CPC**

Driver CPC stands for Driver Certificate of Professional Competence. It is a qualification for professional bus, coach and lorry drivers. It was introduced across Europe with the aim of improving road safety and maintaining high standards of driving.

## **Who Should Attend?**

All drivers of lorries over 3.5 tonnes or Passenger Carrying Vehicles (PCV) with 9 or more seats must complete 35 hours of periodic training every five years. Periodic training is delivered through training courses attended over the five-year period covered by the validity of their current CPC. Training courses are usually 7 hours long and courses must be approved by JAUPT.

## **Course Duration**

1 Day (7 Hours)

## **Available Modules**

- First Aid at Work
- Tachographs, Drivers Hours & Working Time Directives
- Health & Safety and Security

## **Training Location**

Driver CPC training can be completed either onsite or at our training centre in Eckington.

## **Driver's Hours Upload**

Driver's hours will be uploaded to the DVSA database within 5 working days of a candidate completing a Driver CPC course with us. The upload fee for this is included in the price so is at no additional cost

# **MANUAL HANDLING**

Every business has a responsibility to ensure that its workforce know the correct handling and lifting procedures. Back problems are one of the major causes of absenteeism in the workplace. Over one million people are affected every year.

## **Who Should Attend?**

- All Managers and employees
- Self Employed Contractors
- Site Supervisory Staff
- Security Staff/Door Staff
- Part Time Staff

## **Course Content**

- Health & Safety
- Causes of back pain
- Anatomy & Physiology
- Risk Assessment
- Correct Lifting and Carrying Procedures
- Alternative Lifts
- Record Keeping



## **Course Duration**

3 Hours

## **Assessment/Certification**

Assessment is carried out during the course and each delegate will receive a Certificate valid for 3 years.

# FIRE MARSHAL / WARDEN TRAINING

Fire is always a potential danger to lives and property. This course will make people take control of Evacuation & Fire Procedures of an area/premise and correct use of fire fighting equipment.

## Who Should Attend?

- Those responsible for formulating and instigating workplace fire procedures.

## Course Content

- Aims of Fire Safety
- Fire Order 2005
- What is Fire?
- Actions on Discovering a Fire
- Growth & Spread of Fire
- Fire Extinguishers
- Fire Fighting
- Fire Evacuation
- Role of Fire Marshal/Warden
- How To Protect Yourself



## Course Duration

4 Hours

## Certification

Each delegate will receive a Certificate valid for 3 years.

# FIRE SAFETY TRAINING

This Fire Safety Course is essential to minimise the risk of fire occurring and could save lives and also minimise damage to the company.

## Who Should Attend?

- All employers and employees.

## Course Content

- Aims of Fire Safety
- Fire order 2005
- Principles of Combustion
- Fire Prevention
- Actions on Discovering Fire
- Human Behaviour in Fire
- Fire Growth & Spread
- Evacuation
- Fire Fighting

## Course Duration

3 Hours

## Certification

Each delegate will receive a Certificate valid for 3 years.



**Fire Safety Training could have saved this!!**





# FIRE EVAC CHAIR TRAINING COURSE

This course provides training so that companies can comply with:-

- **Fire order 2005**
- **Equality act 2010**



## Who Should Attend?

- All employees who have responsibility for the care of people who have or who might develop mobility problems in an emergency situation.

## Course Content

- Health & Safety Law
- Why use the Evac Chair?
- Evac Chair types
- People Handling (Wheelchair to Evac Chair)
- Practical demonstration
- Storage
- Maintenance

## Course Duration

2 – 3 hours up to 6 people per course

## Assessment/ Certification

Assessment is carried out during the course and each delegate will receive a certificate valid for 3 years

# HEALTH & SAFETY IN THE WORKPLACE

This training programme has been designed to provide essential knowledge and understanding of Health & Safety for employees working in any sector of business.

## Who Should Attend?

Our course is designed for those who have occupational Health and Safety responsibilities.

## Course Content

- Health & Safety at Work Act 1974
- Manual Handling
- Fire Safety
- Risk Assessment
- First Aid at Work
- Workplace Safety
- Work Equipment
- PAT Testing
- Fire Prevention
- Occupational Health
- Hazardous Substances
- Ergonomics & Workstation Design



## Course Duration

6 hours

## Assessment / Certification

This is Level 2 training. Assessment is carried out during the course and each delegate will receive a Certificate valid for 3 years.

# **FOOD SAFETY TRAINING LEVEL 2**

The course aims to enable delegates to meet the requirements of The Food Safety Act 1990 and The Food Safety Regulations 1995.

## **Who Should Attend?**

- People involved in Food Preparation.

## **Course Content**

- Food Safety (General Food Hygiene) Regulations 1995
- General Introduction
- Food Poisoning
- Bacteriology
- Prevention of Contamination & Food Poisoning
- Personal Hygiene
- Premises, Equipment & Pest Control
- Cleaning & Disinfection
- Legislation

## **Course Duration**

6 hours

## **Assessment / Certification**

Assessment is carried out during the course and each delegate will receive a Certificate valid for 3 years.



# TERMS & CONDITIONS

1. These terms and conditions are between DIRECT TRAINING GB LTD and the Customer. They replace any previous terms and conditions of DIRECT TRAINING GB LTD and are the complete and only terms and conditions between the parties. All dealings between DIRECT TRAINING GB LTD and the Customer shall be governed by these terms and conditions that shall prevail over any others. DIRECT TRAINING GB LTD is a trading name of DIRECT TRAINING GB LIMITED.

2. These terms and conditions and any contract formed pursuant to them may be varied provided that DIRECT TRAINING LTD confirm the variation in writing.

3. A copy of these terms and conditions will be included with invoices and in the case of the provision of a training course, with the booking confirmation letter sent by DIRECT TRAINING GB LTD. If the Customer has not had prior sight of them and reasonably objects to any of these terms and conditions, the Customer shall be entitled to notify such objection to DIRECT TRAINING GB LTD within 7 days of first sight, (failing which, these terms and conditions will be deemed to have been accepted). If a solution to the objection cannot be reached between the parties it will be deemed by Direct Training that the contract has been terminated without penalty to either party.

4. A binding contract will be formed when DIRECT TRAINING GB LTD accept a Customer's order (the "**Contract**"). A confirmation letter will be dispatched to the Customer along with an invoice that must be paid prior to the commencement of the course.

5. Certificates to prove completion of the course may be withheld by DIRECT TRAINING GB LTD until payment is made in full. No refund shall be given should a delegate fail any course provided by DIRECT TRAINING GB LTD and DIRECT TRAINING GB LTD make no guarantee as to a delegate successfully passing any course.

6. DIRECT TRAINING GB Ltd will levy a charge of £10, payable in advance, for any replacement certificate that is requested by the Customer.

7.a If the Customer notifies DIRECT TRAINING GB LTD in writing of an intention to cancel any course booking, provided the full course fee **HAS** been paid, more than 2 weeks prior to the commencement date a full refund shall be given. Within 1-2 weeks of the commencement date a refund of 45% shall be given. Less than 1 week prior to the commencement date of the course no refund shall be given. No refund shall be given if a delegate does not attend.

7.b If the Customer notifies DIRECT TRAINING GB LTD in writing of an intention to cancel any course booking, and the full course fee has **NOT** been paid, more than 2 weeks prior to the commencement date no charge will be made. Within 1-2 weeks of the commencement date a charge of 55% shall be made. Less than 1 week prior to the commencement date the full course fee will be charged. Should a delegate not attend, without notifying Direct Training GB Ltd the full course fee will be payable.

8. Unless specified, Value Added Tax will not be included in any price and will be charged at the rate in force at the time of quotation.

9. Interest on invoices overdue for more than 21 Days will be charged at 8% per week, at the discretion of Direct Training (GB) Ltd. The Customer will pay any reasonable expenses incurred by DIRECT TRAINING GB LTD in pursuing any outstanding debt or debts due from the Customer. Where relevant interest shall be charged pursuant to the Late Payment of Commercial Debts (Interest) Act 1998.

10. Confirmation & Invoices for services will be submitted to the Customer. DIRECT TRAINING GB LTD shall incur no liability for any errors not corrected by the Customer. The Customer shall notify DIRECT TRAINING GB LTD in writing within 7 days stating any inconsistencies. If the Customer does not notify DIRECT TRAINING GB LTD within this period, it will be deemed that the terms have been accepted.

11. **Force Majeure** DIRECT TRAINING GB LTD shall not be liable to the Customer for any failure to perform DIRECT TRAINING GB LTD's obligations under the Contract if the failure is due to any cause beyond DIRECT TRAINING GB LTD's reasonable control. DIRECT TRAINING GB LTD shall not be liable for any loss suffered by the Customer (except in respect of death or personal injury caused by DIRECT TRAINING GB LTD's negligence) including loss of profits arising out of performance of the Contract by DIRECT TRAINING GB LTD (or it's servants or agents).

12. DIRECT TRAINING GB LTD reserve the right to cancel and/or amend course dates, times, contents and venues. Every effort will be made to give the Customer as much notice as possible and offer a reasonable alternative. If these are not satisfactory, DIRECT TRAINING GB LTD shall refund in full the price of the course. No further compensation will be given.

13. The Customer shall indemnify DIRECT TRAINING GB LTD for any loss or expenses caused as a result of providing inaccurate information to DIRECT TRAINING GB LTD, e.g. mistakes contained within the Customer's order, changes requested by the Customer to the Contract, cancellation of the Contract by the Customer or breach of the Contract by the Customer, (subject to DIRECT TRAINING GB LTD using all reasonable endeavors to minimize such loss).

14. The Customer shall not be entitled to set-off or deduct any amount from any invoice unless otherwise agreed by DIRECT TRAINING GB LTD.

15. If the Customer becomes bankrupt or enters into liquidation administration or administrative receivership or has a receiver of any of its assets appointed (or ceases or threatens to cease carrying on business) DIRECT TRAINING GB LTD shall be entitled to cancel any outstanding Contract(s) and/or suspend further services without liability to the Customer and any sums outstanding shall become immediately due.

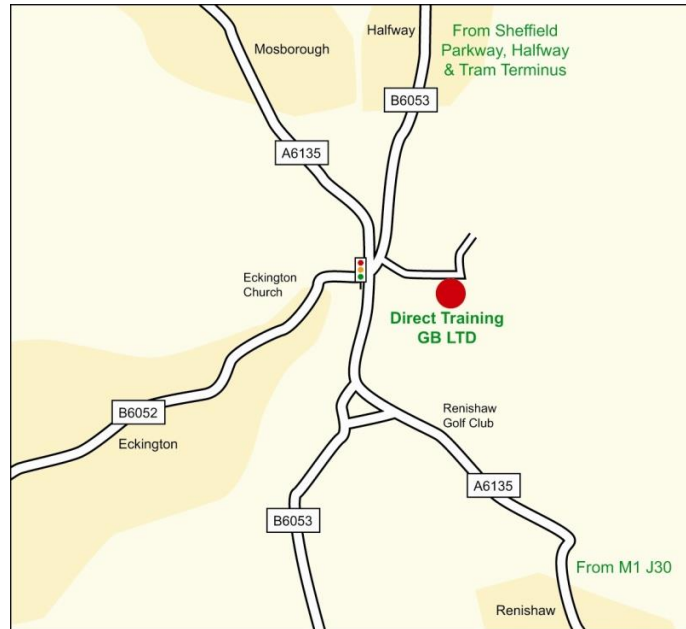
16. Any dispute which cannot be resolved between the parties should be referred to the decision of a sole arbitrator to be agreed between the parties or, in default or agreement, appointed at the request of either party by the President of the Chartered Institute of Arbitrators. Arbitration shall take place in accordance with the Arbitration Act 1996.

17. Any written notice given under these terms and conditions shall be served either by registered post, facsimile or by email to the relevant party's registered/principal office or last known address.

18. The terms and conditions shall be governed and construed in accordance with English law and the parties submit to the exclusive jurisdiction of the English Courts. In the event that one or more clauses of these terms and conditions becomes invalid, illegal or unenforceable, the enforceability of the remaining provisions shall not be affected.

19. DIRECT TRAINING GB LTD reserves the right to increase the prices quoted at their discretion.

# How to find us



## From M1

Leave the motorway at junction 30 take the exit signposted A6135 – Sheffield. Follow the A6135 for approx' 2 miles; you will pass the Sitwell Arms then the Renishaw Golf Club on the right hand side. At the next set of traffic lights take the right hand lane. Turn right, then immediately right again into Rotherside Road, NEDDC Depot on the left hand side. Rotherside Court is situated about 400yds on the right. Direct Training is across the car park in the left hand corner.

## From Eckington

Follow the High Street downhill into Church Street continue along Church St until you reach the traffic lights at the crossroads with the A6135. Go across the traffic lights then immediately turn right into Rotherside Road, NEDDC Depot on the left hand side. Rotherside Court is situated about 400yds on the right. Direct Training is across the car park in the left hand corner.

## From Sheffield – Halfway

Follow the B6053 past the Halfway Park & Ride Tram terminus on the left; stay on the B6053 past Morrison's Super Market on the left. Through a set of traffic lights, down a steep hill. At the bottom of the hill, **before the traffic lights**, turn left into Rotherside Road, NEDDC Depot on the left hand side. Rotherside Court is situated about 400yds on the right. Direct Training is across the car park in the left hand corner.

DIRECT TRAINING GB LTD, SUITE 5, ROTHERSIDE COURT, ECKINGTON  
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