

# Induction Training



## Why do you need it?

All employees MUST be inducted into the company and any new sites on which they are to be employed. We can handle the induction training for you to ensure that you are fully covered and all employees receive all of the relevant information they require.

## Who is it for?

All person starting on a new site or with a new company

## Aims:

- To give a comprehensive induction that meets the company's legal requirements
- To highlight the company's commitment to maintaining excellent health and safety
- Improve the safety performance of the company

## Content

- Evacuation procedure
- Welfare facilities
- Roles and responsibilities, e.g. fire wardens, first aiders etc
- First Aid
- Site rules
- Principal hazards on site and relevant risk assessments
- Traffic management (if applicable)
- Reporting of accidents
- Health and safety policy
- Drug and Alcohol policy
- Work equipment policy
- Control of substances hazardous to health
- Lone working arrangements
- Issue of Personal Protective Equipment
- Disciplinary procedure
- Young persons and expectant/new mothers

## What next:

- IOSH Working Safely

Duration: ½ to 1 day

**For more details contact us on 01322 221900**