



**BRITISH SAFETY SERVICES**

## **The Safety Pass Alliance (Extractive/Quarry Products/Mineral Processing) Safety Passport Course**

### **About SPA**

The Safety Pass Alliance (SPA) purpose is to design and implement Safety Passport Training Schemes and to affect their delivery through a national network of accredited training providers. Working with industry, the SPA is committed to providing a nationally recognised standard of health and safety training assurance.

### **Introduction**

At the heart of the SPA Safety Passport scheme is the core day, which involves training in seven key areas, to a level which everyone will understand. A delegate's understanding is assessed by multiple-choice questions and achievement is rewarded by the issue of a credit card sized "Safety Passport".

Through liaison with employer associations, trade unions, National Training Organisations (NTOs) and other relevant bodies, the SPA has designed and developed additional training modules tailored to different work sectors. One such development is within the Quarries sector where there are four additional, specific modules. These additional modules enhance the awareness of workers to their own related industries.

People who are in possession of a Client Contractor National Safety Group (ECITB/SCATS) safety passport valid for at least one year from the date of the SPA examination will not be required to attend day one of the SPA course. They will still be required to successfully complete day two. In such circumstances the CCNSG passport details must be enclosed with the candidate registration form and the passport itself brought in on day two of the SPA passport course for inspection and photocopying.

### **Course Content**

The minimum course content is contained within the course training specification. The course takes two days to deliver, and includes a test at the end of each module.

The course covers eleven modules:

- 1 Introduction to health and safety law, including safe systems of work
- 2 Workplace safety including access/egress, emergencies, vehicles and equipment
- 3 Fire Precautions and Procedures
- 4 Accidents –prevention and reporting and First Aid Procedures
- 5 Hazardous substances -COSHH and PPE
- 6 Manual Handling
- 7 Noise
- 8 Module 8
  - Part 1 - Introduction
  - Part 2 - Health and Safety Management of Quarries
  - Part 3 - Vehicle Safety
  - Part 4 - Danger Areas
  - Part 5 - Hazardous Operations
  - Part 6 - Health Risks and PPE
  - Part 7 – Environment
- 9 Lifting Operations
- 10 Excavations and Confined Spaces
- 11 Working at Heights

Retraining is required every three years.

### **Testing**

At the end of each module, candidates must sit a 10 question multi-choice examination paper. Over the entire course they must achieve a minimum 80% in order to pass. In addition in each core module there are "key" questions which the candidate must answer correctly, failure to answer a key question will result in module failure. The papers are marked and the candidates informed of the result. Incorrect answers will be discussed with the candidate. Should a candidate fail a module they may re-sit the module exam (maximum 4 attempts).

Candidates with dyslexia or any similar learning disability can be accommodated so long as the employer notifies BSS of any such problem at least two weeks prior to course commencement.

Subject to successfully passing this test, SPA will issue a credit card sized certificate (passport) within 25 working days of course completion. The certificate contains the delegate's name, National Insurance number, expiry date of the passport (which is 3 years from the date of passing the test), and a card number.

Following completion, BSS will send a completed Safety Training Record Form to the SPA for entry onto their national database.

### **Course Feedback**

The course itself involves a significant amount of trainee participation. The content is something that most contractors know something about and some a great deal. Lively discussions normally ensue.

### **Fees**

BSS charge, per person, £104.00 for the 2 day programme, plus £13.00 passport fee and £15.00 EPIC fee - a total of £132.00. All costs plus VAT. (An additional £6.00 + VAT is payable if a temporary card is required). Places on the one-day refresher course, for candidates with either a current passport about to expire or one which expired no more than three months before the refresher date, cost £74.00 + fees as above + VAT. A full colour course 'Key Facts' handout is included in the price.

In-house courses are available for a maximum number of 16 persons per course, a suitable venue to be provided by the client. For further details please contact BSS.

### **How to Book**

Payment of course fees is required prior to attending the course. The maximum number of delegates is 16 per course.

You can book online at [www.bssukhse.com](http://www.bssukhse.com) or by phone on 0121 328 8873. Or you can call into our offices: Linton House, Catherine Street, Birmingham, B6 5RS.

### **Who is BSS?**

British Safety Services is a major provider of training in the field of occupational safety and health both in the UK and abroad. BSS staff are specialists in their respective fields, and offer a range of presentation styles and techniques to make attendance as enjoyable and worthwhile as possible.

BSS is approved to deliver accredited courses by the main two health and safety bodies in the UK; the National Examination Board in Occupational Safety and Health (NEBOSH) and the Institution of Occupational Safety and Health (IOSH), as well as others, including CITB, CIEH, EIMA, ECITB, BSC and SPA Passport.