



ROYAL BERKSHIRE
FIRE AND RESCUE TRAINING

Accredited Training Courses

2012



Chartered
Institute of
Environmental
Health

CIEH Registered Centre



Professional fire safety training from the experts with trading profits returned to support Royal Berkshire Fire and Rescue Service

www.train4fire.com

Fire Safety Training Courses 2012

Fire Warden 1.0 - One Day Course

£211.00 + VAT

This course delivers both an accredited qualification(*) CIEH Level 2 Fire Safety Principles award and an RBFRTL attendance certificate for those persons who have responsibilities as Fire Wardens or Fire Marshals. The course contains interactive class room exercises and involvement in practical demonstrations. Completion of this course meets the mandatory requirements of the Regulatory Reform (Fire Safety) Order 2005 and additionally qualifies for an RBFRTL attendance certificate. (*) a 60% minimum pass rate is set to achieve this award. (see also CIEH accredited Fire Safety Courses).

Venue : Royal Berkshire Fire and Rescue Learning Development Centre. Alternatively contact us for a quotation for course delivery at your premises anywhere in the UK.

Month	Date	Month	Date	Month	Date
January	Monday 9th Monday 16th	May	Thursday 3rd Thursday 17th Wednesday 30th	September	Wednesday 12th Thursday 27th
February	Thursday 2nd Wednesday 8th Wednesday 15th Monday 27th	June	Thursday 14th Monday 25th	October	Tuesday 9th Tuesday 23rd
March	Tuesday 13th Thursday 29th	July	Tuesday 3rd Wednesday 18th Wednesday 25th	November	Thursday 1st Wednesday 7th Monday 12th Monday 19th
April	Tuesday 10th Thursday 19th	August	Thursday 2nd Monday 13th Tuesday 28th	December	Monday 3rd Wednesday 12th Tuesday 18th

Fire Warden 0.5 - Half Day Course

£115.00 + VAT

This course delivers a RBFRTL attendance certificate for those persons who have responsibilities as Fire Wardens or Fire Marshals. The course includes practical demonstrations. Completion of this course meets the mandatory requirements of the Regulatory Reform (Fire Safety) Order 2005. (see also CIEH accredited Fire Safety Courses).

Venue : Royal Berkshire Fire and Rescue Learning Development Centre. Alternatively contact us for a quotation for course delivery at your premises anywhere in the UK.

Month	Date	Month	Date	Month	Date
January	Wednesday 4th Thursday 12th Thursday 26th	May	Tuesday 1st Tuesday 8th Wednesday 16th Wednesday 23rd	September	Thursday 6th Tuesday 11th Wednesday 19th Monday 24th
February	Wednesday 1st Monday 6th Wednesday 22nd	June	Monday 18th Tuesday 26th	October	Tuesday 2nd Monday 15th Tuesday 30th
March	Thursday 1st Thursday 8th Tuesday 20th Monday 26th	July	Wednesday 4th Wednesday 11th Tuesday 17th Monday 23rd	November	Wednesday 14th Wednesday 21st Thursday 29th
April	Monday 2nd FULL Wednesday 18th Wednesday 25th	August	Tuesday 7th Thursday 16th Wednesday 22nd	December	Thursday 6th Thursday 13th

Fire Warden Refresher - Half Day Course

£115.00 + VAT

This course delivers a RBFRTL attendance certificate for those persons who have responsibilities as Fire Wardens or Fire Marshals and have an existing qualification or certificate. The course includes extended practical demonstrations dependent upon the venue and equipment availability. Completion of this course meets the mandatory requirements of the Regulatory Reform (Fire Safety) Order 2005. (see also CIEH accredited courses for Fire Risk assessment).

Venue : Royal Berkshire Fire and Rescue Learning Development Centre. Alternatively contact us for a quotation for course delivery at your premises anywhere in the UK.

Month	Date	Month	Date	Month	Date
January	Thursday 5th Wednesday 18th Monday 30th	May	Wednesday 9th Monday 21st Tuesday 29th	September	Thursday 6th Tuesday 11th Wednesday 19th Monday 24th
February	Tuesday 7th Tuesday 14th	June	Thursday 7th Monday 18th Tuesday 26th	October	Tuesday 2nd Thursday 11th Wednesday 17th Tuesday 23rd Monday 29th
March	Thursday 1st Tuesday 6th Thursday 15th Wednesday 21st	July	Wednesday 4th Wednesday 11th Tuesday 17th Monday 23rd	November	Friday 16th Tuesday 27th
April	Friday 6th Thursday 12th Monday 23rd	August	Tuesday 7th Thursday 16th Wednesday 22nd	December	Tuesday 4th Monday 10th

Fire Extinguisher Training - Half Day Course

£115.00 + VAT

This course delivers a RBFRTL attendance certificate for any person who may need to use extinguishers in the event of fire. The course integrates with the RBFRTL half day fire warden courses, includes training on selection and hands on practical experience in the use of extinguishers. Completion of this course provides delegates with the mandatory requirements of the Regulatory Reform (Fire Safety) Order 2005 to act as a fire marshal. (see also CIEH accredited courses for Fire Risk assessment).

Venue : Royal Berkshire Fire and Rescue Learning Development Centre. Alternatively contact us for a quotation for course delivery at your premises anywhere in the UK.

Month	Date	Month	Date	Month	Date
January	Wednesday 4th Thursday 12th Thursday 26th	May	Tuesday 1st Tuesday 8th Wednesday 16th Wednesday 23rd	September	Thursday 6th Tuesday 11th Wednesday 19th Monday 24th
February	Wednesday 1st Monday 6th Wednesday 22nd	June	Monday 18th Tuesday 26th	October	Tuesday 2nd Monday 15th Tuesday 30th
March	Thursday 1st Thursday 8th Tuesday 20th Monday 26th	July	Wednesday 4th Wednesday 11th Tuesday 17th Monday 23rd	November	Wednesday 14th Wednesday 21st Thursday 29th
April	Monday 2nd FULL Wednesday 18th Wednesday 25th	August	Tuesday 7th Thursday 16th Wednesday 22nd	December	Thursday 6th Thursday 13th

Book on-line at www.train4fire.com

Emergency First Aid at Work (HSE Approved) - One Day Course £105.00 + VAT

UK health and safety legislation requires employers to train first aid in the workplace. This course delivers the Basic HSE Course which is an accredited qualification. For clarity, this course supersedes and replaces the previous appointed person requirements. The resulting qualification is valid for three years but is subject to continued assessment.

Venue : Royal Berkshire Fire and Rescue Learning Development Centre. Alternatively contact us for a quotation for course delivery at your premises anywhere in the UK.

Month	Date	Month	Date	Month	Date
January	Friday 27th	May	Friday 11th	September	Friday 14th
February	Friday 24th	June	Friday 22nd	October	Friday 12th
March	Friday 16th	July	Friday 20th	November	Friday 9th
April	Friday 20th	August	Friday 10th	December	Friday 14th

Manual Handling - Half Day Course £105.00 + VAT

Health and safety at work training helps to prevent serious injury in the work place. This course introduces the basic requirements to raise staff awareness and simple precautions that can assist in the prevention of musculo-skeletal disorders (MSD).

Venue : Royal Berkshire Fire and Rescue Learning Development Centre. Alternatively contact us for a quotation for course delivery at your premises anywhere in the UK.

Month	Date	Month	Date	Month	Date
March	Friday 30th	June	Friday 15th	September	Friday 7th
May	Friday 4th	July	Friday 27th	October	Friday 19th
				November	Friday 30th

Bespoke Training Courses

Recognising the specialist activities of our clients, Royal Berkshire Fire & Rescue Training is able to offer specialised training applying specific emphasis to your specialist needs. With the equipment and resources of the Learning and Development Centre behind us we can accommodate most Fire Safety training requirements, including first responder and emergency team refresher training.

Industrial and commercial environments, schools and hospitals, hotels and automotive specialities are all possible. Please call with your enquiry for immediate assistance with your Training need.

Fire Safety Training Courses

Royal Berkshire Fire and Rescue (Training) is the commercial trading arm of the Royal Berkshire Fire Authority. Our aim is to actively promote improved fire safety in the business community. We work with private sector companies nationwide delivering professional, high quality training courses to ensure compliance with current legislation.

Our courses can take place at our extensive training facilities at the Royal Berkshire Fire and Rescue Service Training Centre in Reading, or if preferred at your location any where in the UK.

Our highly qualified trainers bring a wealth of experience from their fire service careers and their expertise and knowledge of fire behaviour and fire safety is second to none as our testimonials and client base will confirm.

All profits and surpluses are returned to the Fire Authority. This contributes to improvements to services to the public and a safer society by reducing the incidence of death, injury and damage to property from fire and other emergencies. Visit our website www.train4fire.com to find out more, or please call us on 0118 921 2527 to enquire further and discuss your requirements or email your enquiry to info@train4fire.com

How to Book

All the courses in this calendar are delivered at our Training Centre sites in Reading, Berkshire. Through facilitating partners we are also able to offer alternative locations which can be found on our website via our "book-on-line" service.

To book a course you can call +44(0)118 921 257 or "book-on-line" at www.train4fire.com or email info@train4fire.com for more information.

CIEH Level 1 Award in Fire Safety Awareness - Half Day Course

£125.00 + VAT

OFQUAL accredited course (requiring a minimum 60% pass mark)

A. An introduction to fire safety and what to do in the event of an emergency

Candidates should develop general knowledge and understanding of fire safety in the workplace and be able to:

- State the main causes and effects of fires in the workplace and outline the main costs of fires to society.
- State their duties and responsibilities and those to fire wardens on a day-to-day basis and in an emergency.
- State the fire safety procedures applicable to their own role and the roles of others.
- Describe the action to be taken in the event of a fire in the workplace, raising the alarm and contacting the emergency services.
- Outline fire prevention measures that they can take to minimise fire risks.

B. Fire risk control

Candidates should develop a foundation of knowledge of the risk controls associated with fire in the workplace and be able to:

- Identify the key elements for effective fire risk management in the workplace, including fire risk assessment.
- Understand the fire triangle and identify sources of ignition, fuel and oxygen, and how these are controlled.
- Identify active and passive fire risk control measures, including fire and smoke warning devices, manual call points, compartmentation, emergency lighting, fire safety signs and means of escape.
- Identify fire incidents and report fire safety issues to their line manager.

C. Practical fire safety

Candidates should develop knowledge of the main types of fire safety equipment and be able to:

- State the safe operating parameters for the use of portable fire-fighting equipment.
- Undertake a simple check to ensure that fire safety equipment is serviceable and safe to use.

CIEH Level 2 Award in Fire Safety Principles (Fire Warden) - One Day Course

£211.00 + VAT

OFQUAL accredited course (requiring a minimum 60% pass mark)

A. Understanding fire risk and fire risk controls

Candidates should develop knowledge and understanding of fire risk and control and be able to:

- Explain how fires are caused in the workplace, understand the fire triangle that may be found in the workplace.
- Identify the hazards during or after a fire, including the products of combustion.
- Describe the characteristics of fire and smoke spread.
- State the different methods used to identify and control fire hazards and identify relevant limiting factors.
- Define the term 'means of escape' and identify typical components, including the principle of compartmentation.
- Describe methods of fire detection and raising the alarm.
- Describe how fires are extinguished and the safe operating parameters and use of portable fire-fighting equipment.
- Identify common fixed fire-fighting systems and their operation.

B. Principles and practice of fire safety

Candidates should develop knowledge and understanding of the principles and practice of fire safety and be able to:

- Outline the main legislation in the UK for the management of fire safety in the workplace and key terminology used.
- Outline the legal duties of an employer and an employee with respect to fire safety in the workplace.
- Describe the stages involved in a fire risk assessment.
- Understand how to undertake a simple fire safety inspection of their workplace to an acceptable level.

C. The role of the fire warden

Candidates should develop knowledge and understanding of the role of the nominated fire warden and be able to:

- State the role and function of the fire warden in their workplace:
 - On a day-to-day basis - to include checking fire risk controls that remain effective.
 - During an emergency - to include how to raise the alarm, contact the emergency services and what they should do in order to protect themselves and others in the area for which they have responsibility.
 - What to do if they are not in their designated areas of responsibility when the alarm is raised.
- Provide an induction briefing for new employees in their area of responsibility to ensure that those people know:
 - How to raise the alarm and what action they should take.
 - Where the fire exits and key fire safety features are located in their workplace.

For course delivery dates for Level 2, please refer to Fire Warden 1.0 dates, these deliveries incorporate the CIEH Level 2 Award.

CIEH Level 3 Award in Fire Risk Assessment and Control - Four Day Course

£650.00 + VAT

OFQUAL accredited course (requiring a minimum 60% pass mark).

Venue : Royal Berkshire Fire and Rescue Learning Development Centre. Alternatively contact us for a quotation for course delivery at your premises anywhere in the UK.

A. The importance of fire safety in the workplace

Candidates should understand the importance of fire safety in the workplace and be able to:

- Describe the costs of workplace fires to employers, employees and society.
- Understand current legislation and common law duties for fire safety.
- Outline how legislation is enforced and penalties for non-compliance.

B. Principles of fire risk assessment

Candidates should understand the reasons for using a fire risk assessment and the principles involved and be able to:

- State what is meant by the term 'fire risk assessment' and outline different approaches.
- Explain the benefits of carrying out a fire risk assessment.
- Describe the stages involved in a typical fire risk assessment.
- Describe the necessary competence and skills of a Fire Risk Assessor.
- Identify when risks demand advice and support from specialist parties.
- Give examples of personnel who may be involved in a fire risk assessment programme and state useful sources of internal documentation.
- State sources of external advice and information.

C. Fire risk assessment in practice: fire risks and controls

Candidates should understand how to link the principles of risk assessment to practical examples of workplaces and activities and be able to:

- Identify a range of workplace fire hazards and describe appropriate control measures.
- Describe the characteristics of fire classes and the risks posed by different types of fire.
- Identify the hazards that occur during or after a fire.
- Describe the principles of heat transfer and fire spread in a building.
- Identify common hazards that require special consideration and their controls, including:
 - flammable substances
 - electricity and gas
 - machinery
 - arson.

C. (continued)

- Identify people who may be at risk from fire, while in the workplace or when trying to escape from it, especially disabled or vulnerable employees or visitors.
- Explain typical human behaviour in an emergency situation.
- State how the extent of fire risks can be measured and describe at least one method for rating or prioritising fire risks.

D. Fire risk assessment in practice: assessing fire risk controls

Candidates should understand how fire safety controls are used in the workplace and be able to:

- Determine if current control measures are suitable and sufficient in order to select and/or recommend additional measures as required, especially in terms of:
 - passive control measures
 - active control measures
 - access and facilities for the fire service.

E. Fire risk assessment in practice: application of findings

Candidates should understand how to use the findings gained from a fire risk assessment to improve the safety of the workplace and be able to:

- State the necessity of, and procedures for, recording, monitoring and revising fire risk assessments.
- Outline arrangements for communicating the findings of the fire risk assessment to relevant parties, including employees and the fire and rescue service.

F. Undertaking a fire risk assessment

Candidates should understand how to apply their knowledge of fire risk and control in a practical setting and be able to:

- Undertake a fire risk assessment in a low-risk environment, demonstrating the ability to analyse a situation, collect information and make appropriate judgements and records.

Month	Date	Month	Date	Month	Date
January	Tue 10th - Thu 12th	April	Tue 17th - Thu 19th	September	Tue 4th - Thu 6th
February	Tue 21st - Thu 23rd	May	Tue 15th - Thu 17th	October	Tue 16th - Thu 18th
March	Tue 27th - Thu 29th	June	Tue 12th - Thu 14th	November	Tue 20th - Thu 22nd

PRICE INFORMATION + DISCOUNTS

All fees include reference materials and fire extinguisher recharges, lunch is included in all one day courses. Reduced rates and special pricing may be available for large groups and online discounts are posted on our website www.train4fire.com. All prices are quoted exclusive of VAT and training is offered subject to our standard terms and conditions of sale. Contact our sales team for further details. Tel: +44 (0) 118 921 2527 Email: info@train4fire.com



**ROYAL BERKSHIRE
FIRE AND RESCUE TRAINING**

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