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# FIRE & SAFETY TRAINING BROCHURE

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2018



## Introduction

Welcome to the 2018 catalogue of Fire & Safety Training Courses. As always, the staff and management at Total Fire Protection Ltd continue to deliver a superior standard of products and services to our customers, both new and existing. Our aim is always to improve and to find new and better ways to provide a safe and secure working environment for our ever-increasing list of clients. We strive to stand out from the rest; we like to believe we go a step further than our competitors when it comes to offering valuable, and potentially life saving Safety Training. Our trainers are constantly researching and developing the manner in which our courses are delivered, keeping up to date with new technology and advising our attendees of any new or improved products on the market that may be of interest in the work place or in the home.

Back in 2014 we took a great step forward in the service offered to our customers with the introduction of the new Training Rooms at our Head Office in Rosemount Business Park Ballycoolin. We can now offer a far more competitive and cost effective solution for smaller companies to train their staff, as the cost of the course is broken down to an individual price per person. This will be of particular benefit to companies who need only to train one or two members of staff. Up and coming course dates will be listed in our Training Calendar of Events, and places can be booked and reserved on line, or by phone. It is also possible to reserve a room for private courses in the event that your company has no facility of it's own. There is no charge for the room, provided the number of trainees is not less than eight persons. On completion of all of the listed courses, a Certificate of Competency will be issued where applicable.

All of our Training Instructors are Fetac Level 6 qualified, with many years experience in the Fire Industry, including trained Fire Fighters and Paramedics.

For more information, and a “ No Obligation “ quotation, why not contact us today on **01 8439449** or email us at [info@totalfireprotection.ie](mailto:info@totalfireprotection.ie)

Regards

John Chaney

Fire & Safety Training Manager

## List of Courses Available.

- Fire Safety Awareness
- Fire Warden
- Fire Extinguisher Training
- Emergency Evacuation Procedures & Monitoring
- Manual Handling
- Occupational First Aid. Fetac Level 5
- Occupational First Aid Refresher
- Emergency First Aid
- Automated External Defibrillator (AED)

## Please Note ;

All our training courses can be tailor made to suit your particular industry. For this reason, we welcome any input from our trainees.

All of the fire related courses include Gas Controlled Live Fire apparatus, allowing for all attendees to use the extinguishers on real fires. However, this is not included in the Emergency Evacuation Monitoring.

# Fire Safety Awareness Training Course

## COURSE AIM:

The purpose of this Fire Safety Training course is to create awareness, and to bring to the forefront of peoples minds, the danger around us at all times and in all locations. The emphasis of course is on the dangers of fire, and how we can work together to reduce the risk of an outbreak, and, of course, what to do should such an event occur.

## COURSE OBJECTIVES:

On completion of this course, participants will be able to:

- Describe the Chemistry of Fire.
- List the actions to be taken in the event of a fire.
- State the organizations Evacuation Procedures.
- Fight the fire if safe to do so.

## COURSE CONTENT:

- Fire Safety Legislation.
- Causes & Costs of fires.
- Physics & Chemistry of fire.
- Development and spread of fire.
- Action in the event of fire & upon hearing the Fire Alarm.
- Raising the alarm and summoning the Fire Brigade.
- Fighting a fire.
- Choosing the correct extinguisher.
- Correct use of the extinguisher.
- Evacuation procedures.
- Role of the Fire Warden.

## COURSE ATTENDANCE:

- MAXIMUM 12 PARTICIPANTS.
- HALF-DAY DURATION.

# Fire Warden Training Course

## COURSE AIM:

The purpose of the Fire Warden Training course is to prepare the trainees to act as a team in the evacuation of the premises in an emergency situation. It also teaches the importance of good housekeeping and vigilance, and the need for ongoing Fire Risk Assessment.

## COURSE OBJECTIVES:

On completion of the course, participants will be able to;

- List the duties of the Fire Warden.
- Describe the Chemistry of Fire.
- Identify Fire Hazards in the work place.
- Safely & competently use portable fire extinguishers.
- Assist in Evacuation Procedure and Drills.

## COURSE CONTENT:

- Course introduction and objectives.
- Fire Safety Legislation.
- Theory of Fire & Fire Extinction.
- Chemistry of Fire
- Demonstration of Fire Hazards
- Spread of Fire and Smoke behavior.
- Ignition sources.
- Portable Fire Extinguishers & their uses.
- Fire prevention & Evacuation Procedures.
- Duties of the Fire Warden.

## COURSE ATTENDANCE:

- MAXIMUM 12 PARTICIPANTS
- HALF DAY DURATION

# Fire Extinguisher Training

## COURSE AIM:

The purpose of this practical, hands on Fire Extinguisher Training course is to equip participants with the necessary skills and confidence, to identify and select the correct fire extinguisher, and to safely and competently extinguish a small fire.

## COURSE OBJECTIVES:

On completion of this course, participants will be able to ;

- Identify the various types of Fire Extinguishers.
- Identify potential dangers of incorrect use of extinguishers.
- Select the appropriate extinguisher.
- Use portable fire extinguishers effectively.

## COURSE CONTENT:

- Fire Triangle & Chemistry of Fire.
- Dangers and consequences of fire.
- Basic precautions and good housekeeping.
- Portable Fire Extinguishers and their uses.
- Practical “ Hands On “ extinguisher training. ( Gas Controlled )

## COURSE ATTENDANCE:

- MAXIMUM 12 PARTICIPANTS
- 2 HOUR DURATION.

# Emergency Evacuation Monitoring.

## OBJECTIVE:

The purpose of the Emergency Evacuation Monitoring service provided by [Total Fire Protection Ltd](#) is to provide staff with the necessary understanding of the requirements of a safe and orderly evacuation in the event of an emergency situation.

A member of our team will attend on site during a Fire Evacuation Drill to monitor the proceedings and relay the results back to the Fire Wardens in a post evacuation de-briefing meeting.

A report sheet will be presented to the Chief Fire Warden immediately after the drill, followed by a full and detailed report to be kept by the company along with the Fire Register, available for inspection in the event of a Safety Audit.

This service is of particular benefit to newly trained Fire Wardens and companies who have not previously carried out an Emergency Evacuation Drill.

# Manual Handling Training Course

## Course Aim:

To provide you with the information and training necessary to be competent in Manual Handling, in order to avoid injury to yourself and to others.

## Course Objectives:

On completion of this course, participants will be able to:

- Define Manual Handling.
- State relevant Irish and EU Legislation.
- Describe the basic Anatomy of the Spine.
- Carry out a Manual Handling Risk Assessment
- Utilize correctly the 8 Principles of Safe Lifting.

## Course Programme:

- Manual Handling Legislation – as it applies to the employer and employee.
- Dangers and harm caused by careless /unskilled methods of manual handling.
- Principles of levers and laws of motion.
- Anatomy of the spine and muscular system.
- Risk Assessment
- How to handle loads safely.
- Practice in safe handling of loads.

## Who Should Attend:

Under the Safety, Health and Welfare at Work (General Application Regulations) 2007, it is a requirement that ALL employees attend Manual Handling training.

## Course Attendance:

- Maximum 12 participants.
- Half day duration.

# Occupational First Aid-Fetac Level 5

This Occupational First Aid course meets the requirements of the syllabus for Fetac Occupational First Aid (Level Five) as set out by the Health & Safety Authority.

The programme requires a high level of trainee participation and interaction, where the theory is enhanced by practical demonstration of skills and practical application by trainees.

## Course Aim:

To provide learner with the knowledge, practical skills and understanding required to provide and co-ordinate First Aid in the workplace in compliance with the requirements of the Safety, Health and Welfare at Work (General Application) Regulations 2007; Part 7 Chapter 2 : First Aid.

## Course Objectives:

Learners who successfully complete the course will:

- Understand the responsibilities of an Occupational First Aider.
- Be able to provide treatment for the purpose of preserving life, or minimizing the consequences of injury until discharge, or the arrival of medical assistance.
- Be able to provide treatment in the workplace, for an injury which does not require the attention of a medical practitioner or nurse.
- Be capable of coordinating First Aid arrangements in the workplace.
- Be familiar with Health & Safety legislation on First Aid provision in the workplace.

## Course Outline

- Unit 1 - First Aid In The Workplace
- Unit 2 - Patient assessment
- Unit 3 - Respiratory Emergencies

- Unit 4 - Cardiac First Response
- Unit 5 - Wounds and Bleeding
- Unit 6 - Altered Level of Consciousness
- Unit 7 - Musculoskeletal
- Unit 8 - Burns & Scalds, Chemicals & Electrical Shock

Course De-Brief and Assessment

## Assessment & Certification:

- Certification Assessments (Theory & Practical) will be held on day 3 of the course.
- Unit Assessments will be performed as per unit.
- Certificates are valid for two years.
- All our instructors are registered with the Occupational First Aid (OFAAA) on behalf of the Health & Safety Authority (HSA) and Pre Hospital Emergency Care Unit.

## Course Attendance:

- Maximum 10 Participants Per Instructor.
- 3 Day Duration (9:30 – 17:00).

# Occupational First Aid Refresher.

## Course aim:

To refresh the skills and knowledge gained in the original Occupational First Aid Course. This is a one day course.

## Course Objectives:

On completion of this course, participants will be able to;

- Demonstrate up-to-date practical skills.
- Explain new developments in First Aid.

## Course Programme:

- Aims- Prevent Further Harm; Preserve Life; Promote Recovery.
- Responsibilities of First Aiders.
- Primary Surveys-Medical & Trauma.
- Making a Diagnosis.
- Life Threatening Conditions; Asphyxia, Respiratory & Cardiac Arrest and Shock.
- Casualty Interview, (S.A.M.P.L.E.)
- Casualty Report Forms.

## Training Methods:

Classroom presentation on multi media/videos. Practical demonstrations of techniques. Course handouts, training records, evaluation forms are also provided.

## Assessment and Certification:

Assessments are held at the end of the course. Certificates are valid for two years.

## Course Attendance:

- Maximum 12 Participants.
- 1 Day Duration.

## Emergency First Aid.

### Course Aim:

This one day course is specifically designed for those who require a basis for providing First Aid in an emergency situation. It is designed to assist participants in the treatment of minor accident/incident injuries and life saving skills. This is not a substitution for Occupational First Aid.

### Course Objectives:

On completion of this course, the participants will have a basic knowledge of First Aid, and know what to do in the event of an emergency, while waiting for a qualified person (Doctor, Ambulance Personnel etc.,) to arrive.

### Course Programme:

- Assess a situation (scene, casualty or casualties) quickly and safely.
- Definition of role and functions of a First Aider. This includes what he/she can and cannot safely and competently do in the case of an accident or emergency.
- Protect casualties and others at the scene from possible danger.
- Identify, as far as possible, the mechanism or nature of the illness/injury.
- Arrange for medical help (Doctor, Cardiac Ambulance etc.,) if required.
- Triage-treating the most serious conditions (casualties) first.
- First Aid (A,C,B,C,D – Airway, C-Spine, Breathing, Circulation, Disability) Expose, Examine and Evaluate.
- CPR.
- Stay with the casualty until further care/medical aid is available.

- Making a diagnosis.
- Life threatening conditions – shock, cardiac arrest, asphyxia, respiratory arrest and bleeding.
- Unconsciousness, Drowning, Fractures, Burns and Scalds.

## Course Attendance:

- Maximum 12 Participants.
- 1 Day Duration.

## Automated External Defibrillator (AED).

### Course Aim:

To train participants in the use of CPR with the use of the A.E.D.

### Course Objectives:

Participants will be trained to develop a very high standard of C.P.R. and be given various scenarios involving the use of the A.E.D. with particular regard to safety.

### Training Methods:

- Classroom presentation and multi-media projector/videos.
- Practical demonstrations of techniques.
- Course handouts, training records and evaluation forms are also provided.

### Assessment & Certification:

At the end of the course there will be a written examination as well as three practical assessments for each student.

## Course Attendance:

- Maximum 12 Participants.
- Half Day Duration.