



Toolbox Talk Delivery Training



Introduction

Good communication is essential for the management of health and safety. It is vitally important that managers, supervisors and contractors, engage and consult with the workforce.

A 'toolbox talk' is a short presentation to the workforce often on a single aspect of health and safety. Toolbox talks are one way of delivering advice on matters of health, safety and the environment as well as engaging in discussion to obtain feedback, thus helping to maintain and improve standards.

A toolbox should aim to refresh knowledge as well as engaging workers in discussion to obtain feedback, thus helping to maintain and improve standards. For these to have maximum impact those giving toolbox talks should be competent and confident to do so. This short course aims to provide delegates with the confidence to deliver these.



Course Duration

SSG offer this course over two hours.



Who Should Attend

Any person with responsibilities for the delivery of toolbox talks to team members, such people may be contracts managers, site managers, site supervisors, foreman and directors of SME companies.



Course Programme

- Reason for presenting TBTs
- When and where to present TBTs
- How to present a TBT to ensure full engagement of attendees
- Confirming understanding
- Keeping records
- Practical demonstration
- Use of GT700 as an example



Certification and Assessment

Delegates will be issued with a certificate of attendance and will be assessed on their input during the training.



Suggested Follow on and Complementary Courses

- CITB Site Supervision Safety Training Scheme
- CITB Site Management Safety Training Scheme
- IOSH Managing Safely