



3 DAY WASTE & RECYCLING MANUAL HANDLING INSTRUCTOR ASSESSOR COURSE





Learning Outcomes

- Attendees will have a knowledge of the relevant laws relating to Manual Handling including the Health and Safety at Work Act, the Manual Handling Operations Regulations, the Provision and Use of Work Equipment Regulations and the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations
- Attendees will understand the economic and social impacts of Musculoskeletal Disorders (MSDs)
- Attendees will obtain a knowledge and understanding of simple anatomy and biomechanics of the spine, and the musculoskeletal system
- Attendees will have a comprehensive understanding of unsafe lifting, carrying, lowering, pushing, pulling and team handling practices
- Attendees will understand the Manual Handling Risk Assessment process and have competency to conduct onsite Manual Handling Risk Assessments and identify practical solutions to lower MSD risk
- Attendees will be able to critique current Manual Handling Risk Assessment forms and improve if necessary
- Attendees will have the knowledge and understanding of safer Manual Handling principles and be able to demonstrate practical competency in safer Manual Handling techniques/practices including lifting and lowering (squat and lunge technique), carrying, pushing, pulling and team handling (including team pushing and pulling)
- Attendees will have competency in effective teaching of safer Manual Handling techniques and practice in any working environment, constructing and delivering effective in house induction and refresher training courses



Course Outline

Day 1

9.15 - 9.45

- Trainer & Attendee Introduction
- Course Outline

9.45 - 11.30

- Relevant Law in Manual Handling
- Symptoms of Musculoskeletal Disorders (MSDs)
- Basic Anatomy of the Spine - Muscles/ Ligaments/ Joints/ Discs
- Basic Function of the Spine - Kinematics Explained
- Basic Biomechanics of Spinal, Knee & Shoulder Musculoskeletal Disorders

11.30 - 12.30

- Video Footage of unsafe lifting, carrying & lowering

12.30 - 1.30 Lunch

1.30 - 2.00

- Child's Play Video - a critique
- Basic Hip & Knee Biomechanics
- Upper Leg Muscle Function
- Video Training - Squat Lifting & Lowering Technique

2.00 - 4.30

- **Practical Demonstrations & Group Practical**
- Postural Awareness & Squat Warm Up
- Semi Squat Lifting & Lowering *
- Full Squat Lifting & Lowering *
- Removing Refuse Bag from bin
- Lunge Lifting & Lowering *
- Carrying Loads *
- Throwing Loads onto vehicle *
- Sweeping

*Loads to include Dustbins, Refuse/Recycling Bags, Boxes of Glass, Paper Recycling Boxes, Food Waste Caddies etc.

Day 2

9.15 - 10.15

- **Manual Handling Risk Assessment**
- Identifying & Assessing Risk
- MAC Tool - Video Training (Group Learning)

10.15 - 10.45

- Video Footage of unsafe pushing & pulling
- Video Footage of unsafe throwing*
- Video Training - BackSafe pushing & pulling technique
- Communication Skills & Team Handling

10.45 - 12.30

- **Practical Demonstrations & Group Practical ****
- Pushing Single Wheelie Bin
- Pushing 2 Wheelie Bins
- Pulling Single Wheelie Bin (facing the load)
- Pulling 2 Wheelie Bins (facing the load)
- Pulling Single Wheelie Bin (Facing away from the load)
- Pulling 2 Wheelie Bins (Facing away from the load)
- Pulling Single Wheelie Bin up curb (facing the load)
- Pulling 2 Wheelie Bins up curb (facing the load)
- Lowering Single Wheelie Bin down curb (facing the load)
- Lowering 2 Wheelie Bins down curb (facing the load)
- Pushing & Pulling Street Barrow
- Lifting & Pushing Street Barrow up curb

** Loads to include Wheelie Bins, Commercial Bins/Eurobins, Paladin Bins, Street Barrow



Course Outline

12.30 - 1.15 Lunch

1.15 - 2.15

- **Manual Handling Risk Assessment**
- RAPP Tool - Video Training (Group Learning)

2.15 - 4.30

- **Practical Demonstrations & Group Practical**
- Throwing Loads
- Pushing & Pulling (continued)
- Team Pushing & Pulling of Commercial Bins
- Team Lifting, Carrying & Lowering **
- Team Lifting onto vehicle **

** Loads to include Sofas, Sofa Beds, Fridge Freezers, Furniture, Hand Barrows, carpets etc.

Day 3

9.15 - 10.15

- **Manual Handling Risk Assessment**
- Task/Load/Environment/Individual
- Load Weight Guidance
- HSE Assessment Checklists
- Common Solutions to lower risk

10.15 - 10.45

- Group Discussion with Video Footage of Attendee Practical

10.45 - 11.15

- Group Practical

11.15 - 12.30

Practical Assessment

12.30 - 1.00 Lunch

1.00 - 2.30

- Practical Assessment Continued

2.30 - 3.30

- Effective Teaching Skills
- Preparation for Teaching Practice
- 2 Hour Course Development – Content/Delivery/Organisation
- Initial Workforce Training
- Refresher Training

3.30 - 4.30

- Written Assessment



**ACCREDITED
ACTIVITY**

**21 Credit Hours
#1014212**

Verify @ <https://thecpdregister.com>