

Singleton Training



For all your safety
training at work

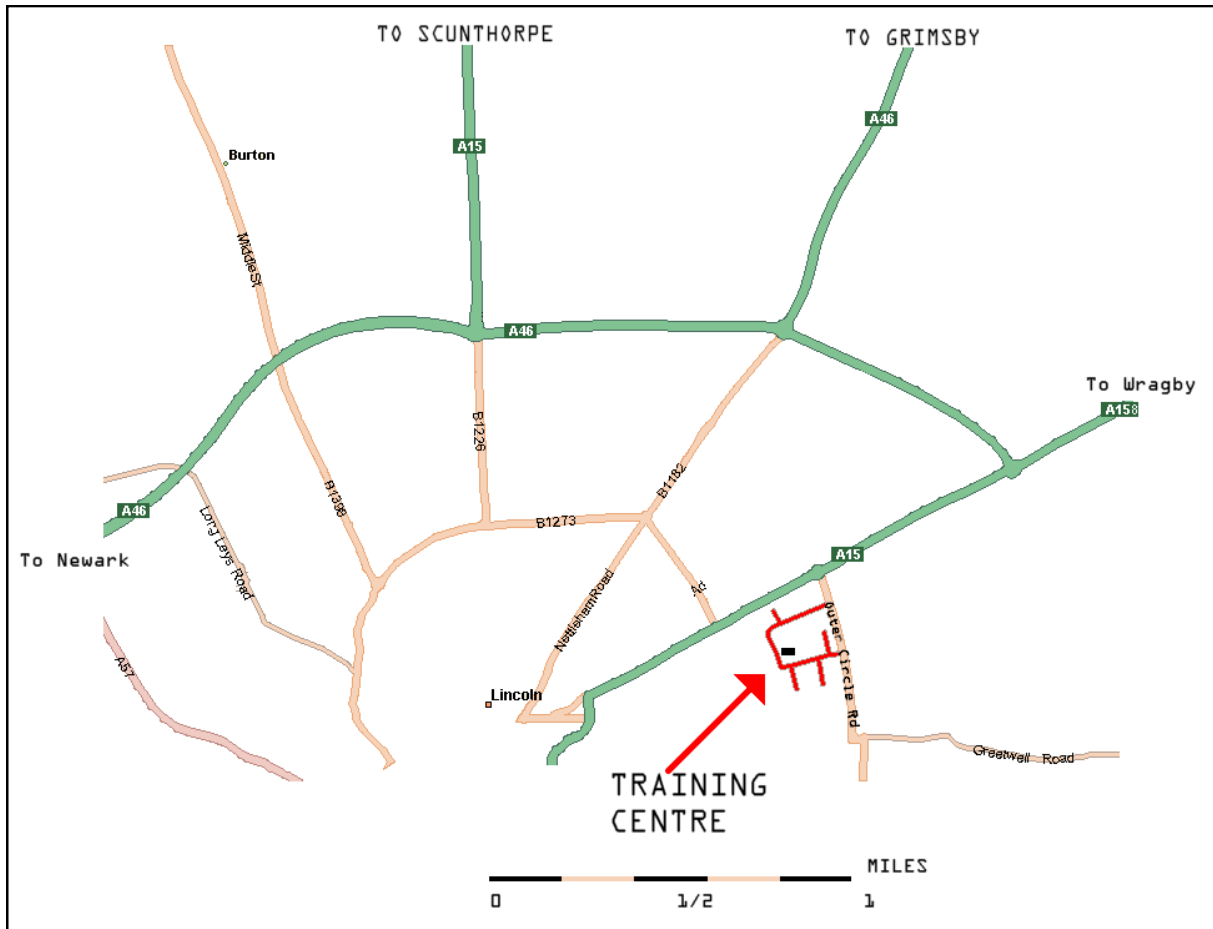
All New
**Course
List
2021/2022**

Main Office:
The Training Hub
Unit 14, Deacon Road
Lincoln
LN2 4JB

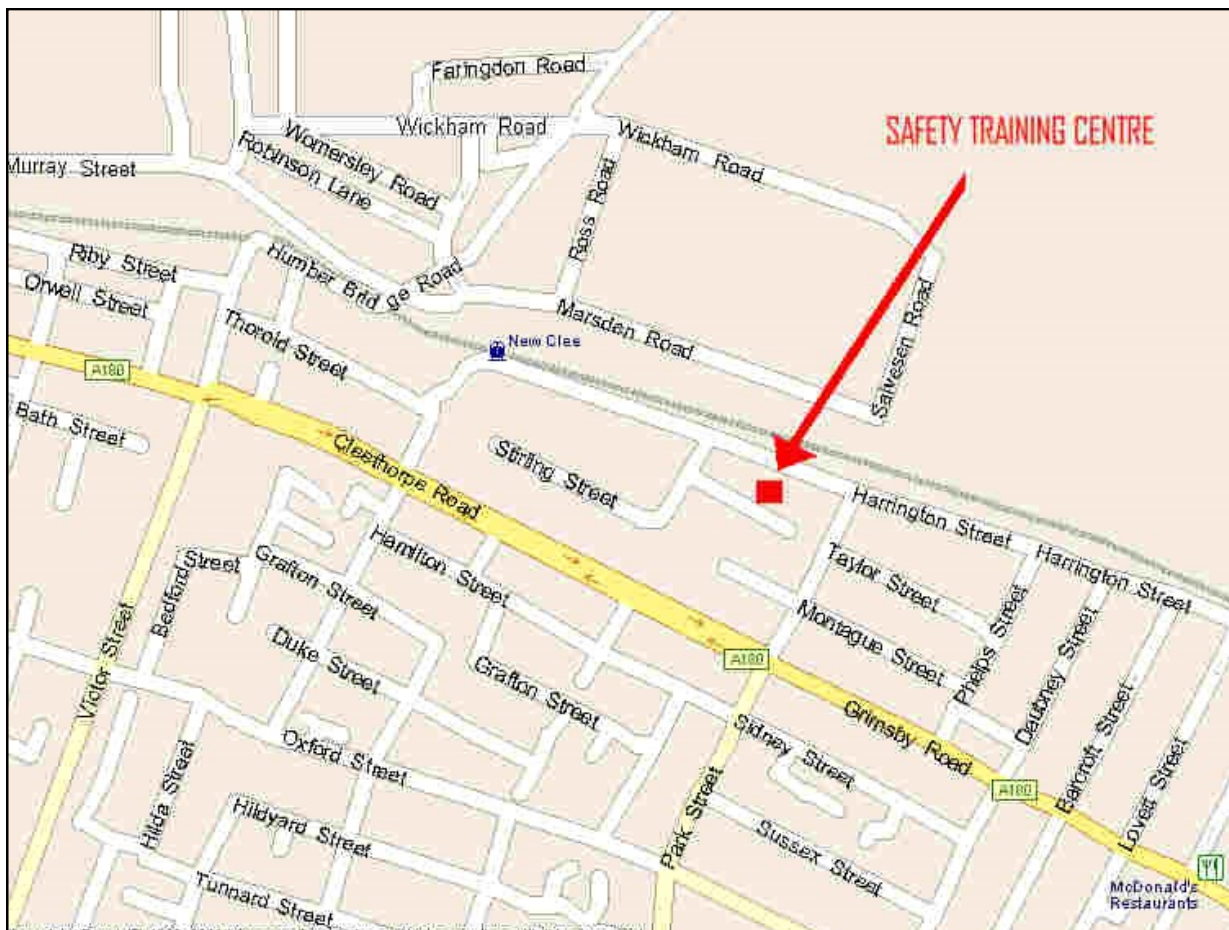
Telephone: 01522 300161
Email: office@singleton-associates.org
Web: www.singleton-associates.org



Lincoln training centre



Grimsby training centre





For all your safety training at work.

**Now booking for 2021/2022
Special Price £165 + VAT per person**

Training can be delivered in any location

First Aid At Work



The Health & Safety (First -Aid) Regulations 1981 place a responsibility on the employer to provide adequate cover for first aid at work. The requirement is for the provision of an adequate number of first aiders who are able to deal with a medical emergency.

Singleton Training Services can offer the RQF level 3 First Aid at Work certificate in house or at our purpose designed training centres in Lincoln or Grimsby.

Courses are run throughout the year on a monthly basis.

We also run the 2 day Refresher Course for current first aiders to re-qualify (£100 + VAT).

- 3 day course.
- All our trainers are fully accredited.
- Maximum of 12 delegates to ensure individual tuition.
- Special offer price is £165 + VAT / person!
- Candidates receive a Level 3 Award in First Aid at Work (RQF)
- Candidates receive a First Aid at Work credit card.
- Candidates receive a current detailed first aid handbook.



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Training



For all your safety training at work.

Now booking for 2021/2022
Special Price £110 + VAT per person

Training can be delivered in any location

First Aid At Work Refresher



The Health & Safety (First -Aid) Regulations 1981 place a responsibility on the employer to provide adequate cover for first aid at work. The requirement is for the provision of an adequate number of first aiders who are able to deal with a medical emergency.

Singleton Training Services can offer the RQF level 3 First Aid at Work refresher certificate in house or at our purpose designed training centres in Lincoln or Grimsby.

Courses are run throughout the year on a monthly basis.

Candidates must have previously completed a 3 day First Aid at Work course to be eligible.

- 2 day course.
- All our trainers are fully accredited.
- Maximum of 12 delegates to ensure individual tuition.
- Special offer price is £110 + VAT / person!
- Candidates receive a Level 3 Award in First Aid at Work (RQF)
- Candidates receive a First Aid at Work credit card.
- Candidates receive a current detailed first aid handbook.



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Training



For all your safety training at work.

Now booking for 2021/2022
Special Price £55 + VAT per person

Training can be delivered in any location

Emergency First Aid at Work



The Health & Safety (First-Aid) Regulations 1981 place a responsibility on the employer to provide adequate cover for first aid at work. Low to medium risk businesses should consider training employees in Emergency First Aid at Work to provide first aid cover.

This cover is necessary no matter how many employees a company has.

Singleton Training Services offer this basic training course at your place of work, minimising disruption to the workplace, or on an individual basis at our purpose designed training centres in Lincoln or Grimsby.

- 1 day course.
- Any time of day to suit your requirements.
- Maximum of 12 delegates to ensure individual tuition.
- A minimum charge for the course is applicable
- Candidates receive a Level 3 Award in Emergency First Aid at Work (RQF)
- Candidates receive an Emergency First Aid at Work credit card.



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Training



For all your safety training at work.

Now booking for 2021/2022
Price from £50 + VAT per person

Training can be delivered in any location

Mental Health 1st Aid



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In today's busy and chaotic lifestyle, it is easy to forget our mental health. This course is designed to equip the delegate with knowledge to help a person suffering from mental health issues.

Delegates will gain an understanding of common mental health illnesses and be given the confidence to promote mental health awareness.

There are 3 levels of training:

- 1/2 day
- 1 day
- 2 day

- Any time of day to suit your requirements.
- Maximum of 12 delegates to ensure individual tuition.
- A minimum charge for the course is applicable
- Candidates receive a certificate in mental health first aid in the workplace.



For all your safety training at work.

Now booking for 2021/2022
£35 + VAT per person

Training can be delivered in any location

Awareness & Understanding of Diabetes



This course is designed to give a greater understanding about diabetes.

The course gives you the skills not only to give emotional support to someone with diabetes but to also help with the practical side, covering the use of blood sugar monitors.

Even if your company policy states that your care team are not able to use the monitoring equipment, the skills and knowledge they will gain from the course will be invaluable.

Singleton Training Services can run this course in either your own work place or at our training centres based in Lincoln or Grimsby.

- 3 hours tuition.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive an attendance certificate in Diabetes Awareness.



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For all your safety training at work.

Now booking for 2021/2022
£35 + VAT per person

Training can be delivered in any location

Awareness & Understanding of Strokes



This course is designed to increase awareness and understanding of strokes as a medical condition.

The training covers the medical aspects of a stroke and also encourages candidates to practically experience the difficulties a stroke patient experiences whilst dealing with their condition.

Stroke patients often seem difficult to manage; one of the main aims of this course is to allow students to understand the frustration of the patient and learn to respond with empathy and professionalism.

- 3 hours tuition.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive an attendance certificate in Stroke Awareness.

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**Updated
course**

For all your safety training at work.

**Now booking for 2021/2022
Special Price £55 + VAT per person**

Training can be delivered in any location

1 Day Paediatric First Aid



The Health & Safety (First-Aid) Regulations 1981 place a duty on the employer to provide adequate cover for first aid at work. The minimum requirement is for the provision of an appointed person with basic first aid knowledge who is able to take charge of a medical emergency.

Singleton Training Services offer this basic training course at your place of work thus minimising disruption to the workplace, or on an individual basis at our training centres in Lincoln or Grimsby.

The course is first aid for children, using child sized resuscitation manikins to enhance the learning experience.

- 1 day course.
- Any time of day to suit your requirements.
- Maximum of 12 delegates to ensure individual tuition.
- A minimum charge for the course is applicable
- Candidates receive a Level 3 Award in Paediatric Emergency First Aid (RQF)
- Candidates receive an Paediatric Emergency First Aid at Work credit card.



For all your safety training at work.

Now booking for 2021/2022
Special Price £95 + VAT per person

Training can be delivered in any location

2 Day Paediatric First Aid



This course follows the syllabus laid down by Early Years and the first aid RQF units.

Singleton Training Services offer this basic training course at your place of work, minimising disruption to the workplace, or on an individual basis at our training centres in Lincoln or Grimsby.

The course is first aid for children, using child sized resuscitation manikins to enhance the learning experience. It qualifies the student as an Appointed Person and also includes extra training to cover child care.

- 2 day course.
- Any time of day to suit your requirements.
- Maximum of 12 delegates to ensure individual tuition.
- A minimum charge for the course is applicable
- Candidates receive a Level 3 Award in Paediatric First Aid (RQF)
- Candidates receive an Paediatric Emergency First Aid at Work credit card.

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For all your safety training at work.

Now booking for 2021/2022
Special Price £35 + VAT per person

Training can be delivered in any location

Automated External Defibrillation



Singleton Training Services offer this training course at your place of work, minimising disruption to the workplace, or on an individual basis at our training centres in Lincoln or Grimsby.

The course is designed around the European Resuscitation guidelines which govern the use of AED in a heart attack situation.

The course is aimed at any employee who may need to be the first responder in the workplace to a heart attack.

The course covers heart conditions, CPR, operation of an AED, reporting of the situation.

- 3 hour course.
- Any time of day to suit your requirements.
- Maximum of 12 delegates to ensure individual tuition.
- A minimum charge for the course is applicable
- Candidates receive a certificate in the use of AED.

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For all your safety training at work.

Now booking for 2021/2022
Special Price £35 + VAT per person

Training can be delivered in any location

Basic Life Support for Dental Practitioners



This course follows the guidelines for dental practitioners who require training in basic life support and AED awareness.

Singleton Training Services offer this basic training course at your place of work, minimising disruption to the workplace, or on an individual basis at our training centres in Lincoln or Grimsby.

The course is suitable for dentists and all other staff who may work in the dentistry setting.

The course covers CPR, AED awareness, recovery position and several other medical conditions that may be encountered in this environment.

- 3 hour course.
- Any time of day to suit your requirements.
- Maximum of 12 delegates to ensure individual tuition.
- A minimum charge for the course is applicable
- Candidates receive a certificate in BLS for Dentists.

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**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
Special Price £45 + VAT per person**

Training can be delivered in any location

Use of Medical Gases



Singleton Training Services offer this basic training course at your place of work, minimising disruption to the workplace, or on an individual basis at our training centres in Lincoln or Grimsby.

This course is aimed at first aiders who may require a more detailed knowledge of information learnt on a standard first aid course.

The course covers the use of oxygen, analgesic gas, aspirators, airway management and bag / valve & mask.

- 3 hour course.
- Any time of day to suit your requirements.
- Maximum of 12 delegates to ensure individual tuition.
- A minimum charge for the course is applicable
- Candidates receive a certificate in use of Medical Gases.

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**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
Special Price £45 + VAT per person**

Training can be delivered in any location

Oxygen Therapy



Singleton Training Services offer this basic training course at your place of work, minimising disruption to the workplace, or on an individual basis at our training centres in Lincoln or Grimsby.

This course is aimed at the care sector and covers the use of oxygen as a medical intervention.

It is aimed at all care staff who may care for a service user who requires oxygen as part of their treatment.

The course covers delivery of oxygen, types of oxygen equipment, safety precautions and correct storage.

- 3 hour course.
- Any time of day to suit your requirements.
- Maximum of 12 delegates to ensure individual tuition.
- A minimum charge for the course is applicable
- Candidates receive a certificate in use of Oxygen as a medical Therapy.

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**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
Special Price £45 + VAT per person**

Training can be delivered in any location

Administration of Medication



Singleton Training Services offer this basic training course at your place of work, minimising disruption to the workplace, or on an individual basis at our training centres in Lincoln or Grimsby.

This course follows guidance from the Care Act, the Administration of Medication Act and the Misuse of Drugs Act.

It is aimed at all employees who are required to administer drugs as part of their daily work routine.

The course covers administration, recognition of drugs, storage and legal responsibilities.

- 5 hour course.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive a certificate in Administration of Medication.

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**New
Course**

For all your safety training at work.

**Now booking for 2021/2022
Special Price £399 + VAT per person**

Training can be delivered in any location

Emergency Medical Technician



This is an advanced first aid course designed to enhance the skills of any person who needs more knowledge than a standard 1st aid course.

This course is suitable for SIA security and close protection personnel.

Syllabus items include:

- Intermediate life support
- AED
- Use of stretchers
- C-spine & collars
- Airway management
- Oxygen
- Entonox
- Motorcycle helmet removal
- Control of severe bleeding

- 6 day course.
- Maximum of 9 delegates to ensure individual tuition.
- Special offer price is £399 + VAT / person!
- Certification:
 - Level 3 Award in First Aid at Work (RQF)
 - Level 2 Award in AED (RQF)
 - TQUK level 4 EMT certificate
- Detailed course manual

**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
£45 + VAT per person**

Training can be delivered in any location

Basic Health & Safety



The Health & Safety at Work Act 1974 states that all employees should receive information, training and instruction in order that they may carry out their job in a safe manner and in a safe environment.

Our basic Health & Safety course and its syllabus follow nationally recognised guidelines.

The course covers risk assessment, safety signs, electricity, fire, work equipment, manual handling, COSHH and Health & Safety law.

We also offer this training on an individual basis at our purpose designed training centres in Lincoln or Grimsby.

- 1 day course.
- Any time of day to suit your requirements
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive a basic health & safety hand book
- Successful candidates receive a certificate in basic Health & Safety.

**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
£165 + VAT per person**

Training can be delivered in any location

Intermediate Health & safety



The course is for supervisors who have responsibility for monitoring health & safety in the work place and who may be responsible for implementing health & safety..

The course aims to promote an understanding of the management of health & safety and the systems that must be in place to make the work place safe.

The course covers the general concept of health & safety, accidents and monitoring of statistics, ill health, legal provisions and organization and management of safety.

- 3 day course.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Successful candidates receive a certificate in Intermediate Health & Safety.
- We can also run this course in our own training centre for individual candidates, contact us for details.

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**Brand
new
Course**

For all your safety training at work.

**Now booking for 2021/2022
£250 + VAT per person**

Training can be delivered in any location

SIA working as a door supervisor



People wishing to work as Door Supervisors at licensed premises such as pubs, nightclubs and bars.

This award provides the necessary skills and knowledge for learners who wish to apply for an SIA licence and work as a Door Supervisor within the private security industry and consists of 4 units.

The SIA recognised Level 2 Awards in Security will enable you to apply to the SIA for a Security licence, and by obtaining this SIA licence you will increase your employment opportunities.

- 6 day course.
- Maximum of 12 delegates.
- The price of the course includes a free RQF emergency 1st aid at work course
- Successful candidates receive a certificate in working as a door supervisor
- Our tutors have a wealth of experience and have been working in the security sector for many years.

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**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
Special Price £45 + VAT per person**

Our trainers are highly trained and have extensive experience of moving and handling.

Moving and Handling



The Manual Handling Regulations 1992 state that staff should receive information, instruction and training whenever manual handling has to be employed at work.

The yearly figure for severe manual handling injuries remains at over 3500 people.

Employers cannot afford to neglect this crucial training both for the benefit of the staff and the residents.

This course is specifically designed for staff working in the care sector where moving of people is required.

The course covers the basics of manual handling in the workplace, ergonomics and injuries from manual handling.

- 1 day course.
- Any time of day to suit your requirements.
- Maximum of 10 delegates to ensure individual training.
- A minimum charge for the course is applicable
- Candidates receive a certificate in Clinical Manual Handling.

**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
Special Price £35 + VAT per person**

Training can be delivered in any location

Non-clinical Manual Handling



The Manual Handling Regulations 1992 state that staff should receive information, instruction and training whenever manual handling has to be used at work.

All too often care homes provide clinical manual handling for carers and nurses but forget that ancillary staff such as cleaners and cooks are also covered by the same law.

We have developed a 3 hour course to give all staff tuition in non-clinical manual handling.

We can offer this training on an individual basis at our purpose designed training centres, or at your workplace.

- 3 hour course.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive a certificate in Non-clinical Manual Handling.

**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
Special price £45 + VAT per person**

Training can be delivered in any location

Fire Risk Assessment



The new Regulatory Reform (Fire Safety) Order 2005 came into force on 1st October 2006. The main change from the old Regulations is the need to complete and maintain an up-to-date fire risk assessment. This places the onus on employers and business owners to look at their fire systems and emergency procedures and complete a risk assessment aimed at saving life and property.

This may seem a daunting task if there is no competent person within the establishment.

However, Singleton Training Services can help you to conduct this fire risk assessment using a team of highly qualified consultants who will produce the necessary paperwork for you.

Alternatively we can train a competent person within your company to be able to complete the risk assessments in house.

Why not give us a call to discuss how we can help



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**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
Special price £45 + VAT per person**

Training can be delivered in any location

Fire Marshal



The course is aimed at employees who may be given the role of fire Marshal as part of a companies fire risk assessment process.

The course covers the basic principles of fire and fire prevention as well as the organisation required both by legislation and on a practical front.

Risk assessment plays an important role in this course as the best type of Fire Marshal is one that does not allow the fire to begin in the first instance.

- 1 day course.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive a Singleton Training Services certificate as a Fire Marshall.

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**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
Special Price £45 + VAT per person**

Training can be delivered in any location

Risk Assessment



The Management of Health and Safety at Work Regulations 1999 place a duty on an employer to conduct risk assessment. Further instructions state that the person completing the risk assessment must be a 'competent person'.

Many employers assume they have the knowledge to assess risk, but often lack the information on how to complete the assessment to satisfy the Regulations.

Singleton Training Services now offer this risk assessment training as a block booked course or on an individual basis at our training centres in Lincoln or Grimsby.

- 1 day course.
- Any time of day to suit your requirements.
- Maximum of 12 delegates.
- A minimum charge for the course is applicable
- Candidates receive a Singleton Training Services certificate in Risk Assessment.
- We can take bookings for single candidates subject to course availability.



**Updated
Course**

For all your safety training at work.

Now booking for 2021/2022

£45 + VAT per person

Training can be delivered in any location

Stress Awareness



The course aims to raise awareness of likely sources of work related stress, the range of symptoms and effects it can have and the options available for its control.

The stress awareness qualification is achieved by a personal self assessment of the students own work situation and review with the tutor.

The course covers the definition of stress, stress as an occupational health hazard, identification of work related stressors, basic stress control measures and responsibilities under UK legislation.

- 1 day course.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive a Singleton Training Services certificate in Stress Awareness.

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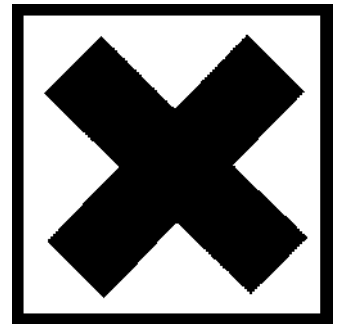
**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
Special Price £35 + VAT per person**

Training can be delivered in any location

COSHH



The Control of Substances Hazardous to Health Regulations 2002 state that staff should receive information, instruction, training and supervision in the use of chemicals at work.

An analysis of training needs particularly in respect of NVQ's also shows the need for staff to have COSHH training.

Singleton Training Services offer this basic training.

We have developed a 3 hour course to give tuition in COSHH in the workplace.

We can now offer this training on an individual basis at our purpose designed training centres.

- 3 hour course.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive a certificate in COSHH in the workplace.

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**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
£60 + VAT per person**

Our trainers are highly trained and experienced and come from a nursing background.

Dealing with High Risk Behaviour in a Care Setting

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This course is designed to allow staff to effectively deal with high risk behaviour which may result in physical harm with the minimum of force required, whilst maintaining the safety and dignity of both carer and service user.

The course is largely practical in nature and teaches the carer breakaway techniques for use when faced with an aggressive or hostile situation.

The course is designed around disabilities and mental health but can be tailored to cope with elderly care and dementia cases.

- 1 day course.
- Any time of day to suit your requirements.
- Maximum of 12 delegates.
- A minimum charge for the course is applicable
- Candidates receive a certificate of attendance.
- Price quoted is within 80 miles of Lincoln, an extra mileage charge will apply beyond this distance.



**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
Introductory Price £45 + VAT per person**

Our trainers are highly trained and experienced .

Safeguarding of Vulnerable Adults

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Training*

The new National minimum care standards came into force on 1st April 2002. They place a duty on employers and owners of any type of care establishment to ensure that the people they care for are treated fairly, with dignity and respect and are free from discrimination or bullying in any form.

Recent court cases highlight the need to ensure your staff understand what constitutes discrimination or bullying. There have been several prosecutions caused by the abuse of residents.

We aim to train your staff to look after residents in a way that promotes a caring environment.

- 5 hour course.
- Any time of day to suit your requirements
- A minimum charge for the course is applicable
- Maximum of 15 delegates.
- Candidates receive a certificate of attendance
- Candidates will understand the elements of professional care free from abuse and discrimination



**New
Course**

For all your safety training at work.

**Now booking for 2021/2022
Introductory Price £35 + VAT per person**

Our trainers are highly trained and experienced .

Dementia awareness

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Dementia is an increasing problem in the care of elderly people.

This course is designed to educate staff in the awareness of dementia and the problems of looking after a person suffering from dementia in particular:

- What dementia is, what causes dementia and how to develop a person-centred approach.
- The support needs of those with dementia.
- The symptoms and how to recognise conditions that may be mistaken for dementia.
- How to obtain further support for your clients.

- 4 hr course.
- Any time of day to suit your requirements
- A minimum charge for the course is applicable
- Maximum of 15 delegates.
- Candidates receive a certificate of attendance
- Candidates will understand the elements of dementia care

**Updated
Course**

For all your safety training at work.

Now booking for 2021/2022

£35 + VAT per person

Training can be delivered in any location

Food Safety Awareness



The Food Hygiene (England) Regulations 2006 state that all staff involved in the handling of food should have some sort of food hygiene training.

The food safety awareness course is designed as either an update for students who have previously completed the basic food hygiene course, or as a simpler hygiene course for staff working in low risk food environments.

The course covers food poisoning, microbiology, hygiene control, personal hygiene, temperature control and pests.

- 3 hours tuition.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive a food hygiene hand book.

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**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
£45 + VAT per person**

Training can be delivered in any location

Essential Food Hygiene



The Food Hygiene (England) Regulations 2006 state that all staff involved in the handling of food should have some sort of food hygiene training.

Our Basic Food Hygiene course and its syllabus follow nationally recognised guidelines.

We can offer this training on an individual basis at our purpose designed training centres in Lincoln or Grimsby.

The course covers food poisoning, microbiology, hygiene control, personal hygiene, temperature control and cleaning & disinfection.

- 1 day course.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive a certificate in Basic Food Hygiene.

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**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
£165 + VAT per person**

Training can be delivered in any location

Intermediate Food Hygiene



The Food Hygiene (England) Regulations 2006 state that all staff involved in the handling of food should have some sort of food hygiene training. The level of training is dictated by the level of risk in the food premises.

The Intermediate Food Hygiene course is suitable for employees who may have a supervisory role in the food industry.

The course covers food poisoning, microbiology, hygiene control, personal hygiene, temperature control, HACCP, hygiene management and cleaning & disinfection.

- 3 day course.
- Any time of day to suit your requirements.
- Maximum number of delegates is 15.
- A minimum charge for the course is applicable
- Successful candidates receive a certificate in Intermediate Food Hygiene.
- We can also run this course in our own training centre, contact us for details.

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Course**

For all your safety training at work.

**Now booking for 2021/2022
£390 + VAT per person**

Training can be delivered in any location

Advanced Food Hygiene



The Food Hygiene (England) Regulations 2006 state that all staff involved in the handling of food should have some sort of food hygiene training. The level of training is dictated by the level of risk in the food premises.

The Advanced Food Hygiene course is level 4 equivalent and is suitable for managers and supervisors in the food industry.

The course covers food poisoning, microbiology, hygiene control, personal hygiene, temperature control, HACCP, hygiene management and cleaning & disinfection.

- 5 day course.
- Any time of day to suit your requirements.
- Maximum of 10 delegates.
- A minimum charge for the course is applicable
- Successful candidates receive a certificate in Advanced Food Hygiene.
- We can also run this course in our own training centre, contact us for details.

**New
Course**

For all your safety training at work.

**Now booking for 2021/2022
£35 + VAT per person**

Training can be delivered in any location

Allergens Awareness



New Regulations state that all staff involved in the handling of food should have some sort of knowledge of food allergens that can be passed on to customers

The allergens awareness course is designed for serving staff to give them an understanding of allergens, the likely effects on a person who has an allergy and the information that needs to be passed on to customers.

This is a short course aimed at front of house staff.

- 3 hr course.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Successful candidates receive a certificate in allergen awareness
- We can also run this course in our own training centre, contact us for details.

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**New
Course**

For all your safety training at work.

**Now booking for 2021/2022
£45 + VAT per person**

Training can be delivered in any location

Allergens Management



New Regulations state that all businesses involved in the serving of food should have a system in place to manage allergens.

The allergens management course is designed for business owners or catering managers and covers:

- The allergens
- Current legislation
- Allergen control
- Staff training
- Allergen policies and information for customers

- 1 day course.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Successful candidates receive a certificate in allergen awareness
- We can also run this course in our own training centre, contact us for details.

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**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
£45 + VAT per person**

Training can be delivered in any location

Hazard Analysis Critical Control Points (HACCP)



The Food Hygiene (England) Regulations 2006 require owners of food businesses to conduct a hazard analysis of their food operation and implement suitable control measures to reduce the risk of the hazards.

This course is aimed at any food handler who may need to follow or implement HACCP systems in a catering environment.

The course is designed to give trainees the knowledge and skills to carry out a hazard analysis in a food business and implement a series of suitable control measures to reduce the risk of hazards associated with food production.

- 1 day course.
- Any time of day to suit your requirements.
- Maximum of 12 delegates to ensure individual tuition.
- A minimum charge for the course is applicable
- Candidates receive a certificate in HACCP
- We can also run this course in our own training centre contact us for details.

**Updated
Course**

For all your safety training at work.

**Now booking for 2021/2022
£35 + VAT per person**

Training can be delivered in any location

Infection Control



Infection control is becoming an increasingly important subject not only in residential care, but also in the public domain.

This course aims to cover the basics of infection control including subjects such as bacteria, pests, parasites and transmittable diseases.

We can offer this training in house at your work place or at our purpose designed training centres in Lincoln or Grimsby.

The purpose of the course is to give the candidate a good working knowledge of all the different types of infections and how to prevent them in a work or public situation.

- 3 hour course.
- Any time of day to suit your requirements.
- Maximum of 15 delegates.
- A minimum charge for the course is applicable
- Candidates receive an attendance certificate in Infection Control.

*Singleton
Training*

COURSE FEES 2021

Course	Duration	Handouts	Exam	Certificate	Price	No. of Students
RQF First Aid at Work certificate	3 days	RQF hand book	Workbook	RQF certificate	£165/person	Max-12
RQF First Aid at Work refresher	2 days	RQF hand book	Workbook	RQF certificate	£110/person	Max-12
Emergency First Aid at Work	1 day	RQF hand book	Workbook	RQF certificate	£55/person	Max-12
Mental Health 1st Aid	1/2, 1 or 2 days	RQF hand book	Workbook	RQF Certificate	From £50/ person	Max-12
Diabetes Awareness	3hrs	Singleton handouts	Practical	Singleton Certificate	£35/person	Max 15
Stroke Awareness	3hrs	Singleton handouts	Practical	Singleton Certificate	£35/person	Max 15
1 Day Paediatric 1 st Aid course	1 day	RQF hand book	Workbook	RQF certificate	£55/person	Max-12
2 Day paediatric 1 st Aid course	2 days	RQF hand book	Workbook	RQF certificate	£95/person	Max-12
AED	3hrs	Singleton hand book	Practical assessment	Singleton Certificate	£35/person	Max-12
BLS for Dentists	3hrs	Singleton hand book	Practical assessment	Singleton Certificate	£35/person	Max-12
Use of Medical Gases	3hrs	Singleton hand book	Ongoing assessment	Singleton Certificate	£45/person	Max-12
Oxygen Therapy	3hrs	Singleton hand book	Practical assessment	Singleton Certificate	£45/person	Max-12
Administration of Medication	5hrs	Singleton hand book	Multi choice	Singleton Certificate	£45/person	Max 15
Emergency Medical Technician	6 days	Singleton Manual	Workbook and practical assessment	Singleton Certificate	£399/person	Max 9
Basic Health & Safety	1 day	Singleton hand book	Multiple choice	Singleton Certificate	£45/person	Max 15
Intermediate Health & Safety	3 days	hand book	Multi choice	Singleton Certificate	£165/person	Max 15
SIA door supervisor	6 days	SIA handbook	Multi choice	RQF certificate	£250/person	Max 12
Non Clinical Manual Handling	3hrs	Singleton hand book	Ongoing assessment	Singleton Certificate	£35/person	Max-15
Fire Risk Assessment	1 day	Singleton handouts	Multiple choice	Singleton Certificate	£45/person	Max-12
Fire Marshal/ Warden	1 day	Singleton handouts	Multiple Choice	Singleton Certificate	£45/person	Max - 12

Risk Assessment	1 day	Singleton hand book	Ongoing assessment	Singleton Certificate	£45/person	Max 12
Stress Awareness	1 day	Singleton handouts	Self assessment	Singleton Certificate	£45/person	Max 15
COSHH	3hrs	Singleton handouts	Multi choice	Singleton Certificate	£35/person	Max 15
Breakaway Techniques	1 day	N/A	Ongoing assessment	Singleton Certificate	£60/person	Max 12
Safeguarding of Vulnerable Adults	5 hrs	Singleton handouts	Multi choice	Singleton Certificate	£45/person	Max 15
Dementia awareness	4hrs	Singleton hand book	N/A	Singleton Certificate	£35/person	Max 15
Food Safety	3hrs	Singleton hand book	N/A	Singleton Certificate	£35/person	Max 15
Basic Food Hygiene	1 day	Singleton hand book	Multiple choice	Singleton Certificate	£45/person	Max 15
Intermediate Food Hygiene	3 days	hand book	Multi choice	Singleton Certificate	£165/person	Max 15
Advanced Food Hygiene	5 days	hand book	Written ex-am	HABC Certificate	£390/person	Max 10
Allergen awareness	3hrs	Handbook	N/A	Singleton Certificate	£35/person	Max 15
Allergen management	1 day	Handbook	Multiple choice	Singleton Certificate	£45/person	Max 15
HACCP	1 day	hand book	N/A	Singleton Certificate	£45/person	Max 12
Infection Control	3 hrs	Singleton hand book	Multiple choice	Singleton Certificate	£35/person	Max 15
HIV & Hepatitis Awareness	1hrs	Singleton hand book	N/A	Singleton Certificate	£35/person	Max 15
PAT Testing	N/A	N/A	N/A	Log book of results	Price on request	N/A
Consultancy	N/A	N/A	N/A	N/A	£400 per day £45 per hour	N/A

All **training** prices are for travel up to 80 mile radius of Lincoln. Distances beyond this limit are charged at 25p/mile for the entire journey. All fees are net of VAT.

Continence Care	3hrs	Handbook	N/A	Singleton Certificate	£35/person	Max 15
Epilepsy awareness	3hrs	Handbook	N/A	Singleton Certificate	£35/person	Max 15
Equality & diversity	3hrs	Handbook	N/A	Singleton Certificate	£35/person	Max 15
Fluids & nutrition	3hrs	Handbook	N/A	Singleton Certificate	£35/person	Max 15
Mental capacity awareness	3hrs	Handbook	N/A	Singleton Certificate	£35/person	Max 15
MS awareness	3hrs	Handbook	N/A	Singleton Certificate	£35/person	Max 15
Parkinsons awareness	3hrs	Handbook	N/A	Singleton Certificate	£35/person	Max 15
Dignity in care	3hrs	Handbook	N/A	Singleton Certificate	£35/person	Max 15
Safeguarding of children	4hrs	Handbook	N/A	Singleton Certificate	£35/person	Max 15
Moving and Handling	1 day	Singleton hand book	Ongoing assessment	Singleton Certificate	£45/person	Max-10

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The Training Hub

The Training Hub is situated off the Outer Circle Road in Lincoln. The centre has 3 main training room available for meetings or training sessions. Functional and practical, the centre is ideal for groups up to 30 and is extremely competitive in its pricing. There is a small kitchen area and separate toilets with a breakout area that could be used for group activities.

Facilities:

- Free parking for up to 20 cars
- Disabled access from the car park to the training room.
- Local eating establishments are within walking distance.



Seating capacity

Room	Main room	Board room	Care suite
Training room	30	15	12

Equipment:

LCD data projector	£5 per day
Flipchart	£5 per day
TV/Video	FREE
Whiteboard	FREE
Interactive large Screen	FREE

Room Hire Rate (excl. VAT)

Daily rate	£80
hourly rate	£15
Weekend day rate	£80
Tea & coffee	£2 per person
Buffet Lunch	£6 /person (requires 7 days notice)

We also offer these services:

Need staff for an event:-

- Medical cover
(from 1st aiders to Paramedics)
- Stewards
- SIA security
- Car parking
- Set up and take down
- Event planning
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All our staff are highly trained, friendly and competent.

Need 1st aid supplies:-

We can supply first aid kits and consumables at very competitive prices

- 1st aid kits
- Bandages
- Plasters
- Defibrillators and supplies
- Please contact us for other items

Variety of rooms available to hire

www.singleton-associates.org