

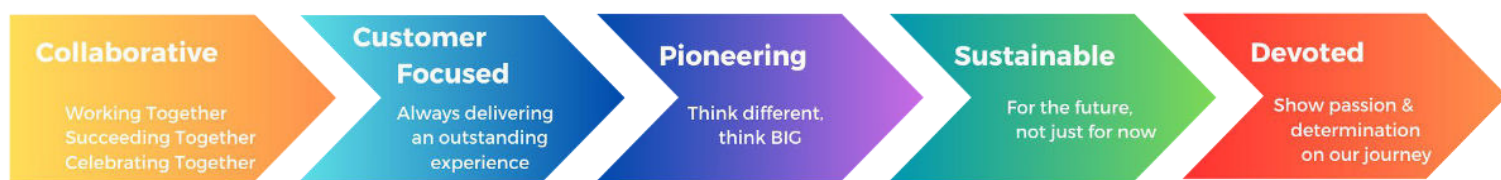


Outline of Services

Document 2025 Edition

Presented by: Jon Taylor





Health & Safety Training, Consultancy & HR Specialists

At **You Can Do It .Training**, we understand the vital importance of these areas in ensuring the success and well-being of businesses like yours. We take pride in offering comprehensive solutions that address your unique requirements and support your overall goals.

Our team of highly experienced professional trainers specialises in providing a hands-on training provision, a health & safety consultancy service & HR support & software. We have a deep understanding of Health & Safety compliance, business obligations and best industry practices that are crucial when managing your business. By partnering with us, you can benefit from our expertise and rest assured that your organisation is equipped with the knowledge and resources necessary to navigate challenging health & safety and HR legislation.

We pride ourselves on our client-centric approach, ensuring that we understand your specific needs and deliver tailored training solutions that address your challenges effectively. Our team will work closely with you, providing ongoing support and pragmatic guidance to help you achieve your training objectives and create a thriving, trained and compliant workplace.

Once again, we sincerely appreciate the opportunity to meet with you and discuss how our services can benefit your organisation. We look forward to the possibility of partnering with you and contributing to your success.

If you have any further questions or require additional information, please do not hesitate to reach out. We are always available to assist you.

Thank you again for your time and consideration.

Kindest Regards,



Jon Taylor, Managing Director
You Can Do It .Training
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Collaborative

Working Together
Succeeding Together
Celebrating Together

**Customer
Focused**

Always delivering
an outstanding
experience

Pioneering

Think different,
think BIG

Sustainable

For the future,
not just for now

Devoted

Show passion &
determination
on our journey

HEALTH & SAFETY TRAINING

YOUR AWARD WINNING HEALTH & SAFETY TRAINING PARTNER

You Can Do It .Training Safety is an award winning leader in the delivery of workplace training courses encompassing all aspects of Health & Safety. We are committed to delivering professional and effective training tailored to your business, with bespoke courses designed to suit the individual needs of our clients, whether working one-to-one, via e-learning, delivering training workshops on-site or at our training center here in Stoke on Trent.

Our range of accredited courses include IOSH, CITB, QNUK, UKATA, NPORS, and IPAF, while a number of in-house courses we offer include:

- Health & Safety for Directors, Managers or Supervisors
- Risk Assessment
- COSHH Awareness
- DSE Awareness
- Manual Handling
- Asbestos Awareness
- Working at Height
- Fire Safety/Fire Awareness/ Fire Marshall
- IOSH Managing Safely
- SMSTS Site Managers Safety Training Scheme
- SSSTS Site Supervisors Site Training Scheme

HEALTH & SAFETY CONSULTANCY SERVICES

WE PROVIDE A PRACTICAL APPROACH TO MANAGING YOUR HEALTH & SAFETY

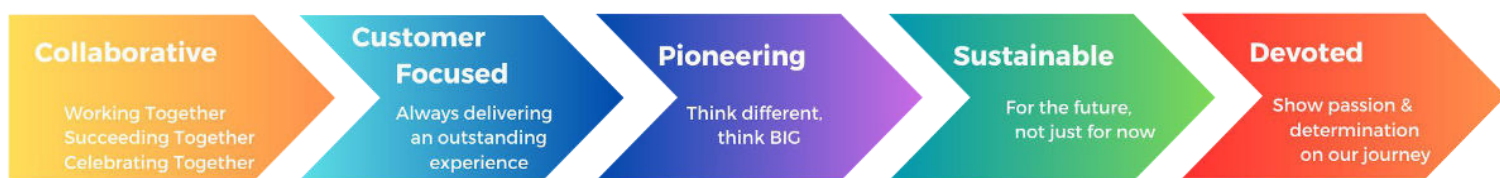
Our health and safety consultants are experts in their field, drawing on their specialist industry background to provide businesses across the UK with reliable advice and guidance, either as part of a retained service or as a one-off consultancy project.

We identify high-risk areas within your company, helping you to manage risks and provide you with solutions without unnecessary paperwork and red tape.

You Can Do It .Training provides the following range of professional services, either as part of a retained service or as a 'one-off consultancy project'

- Health & Safety Management Systems
- Health & Safety Inspections and Audits
- Health & Safety Policies and Procedures
- Risk Assessment Manual with a selection of Risk Assessments relating to your business operations for you to amend as required
- COSHH risk assessment template and guidance
- Health Surveillance
- Health & Safety Management Software
- Assistance withSSIP accreditations schemes (i.e. SMAS, CHAS, etc)
- Asbestos Surveys and Management Plans
- Landlords/Property Safety Surveys
- Fire Risk Assessments and Associated Documents
- Accident Investigation Assistance – Onsite can also be provided

NB: ** refers to our one off consultancy project services project which are chargeable separately to the standard health & safety services we will provide.



HUMAN RESOURCE SERVICES

WE PROVIDE COST EFFECTIVE, PRAGMATIC HR SOLUTIONS

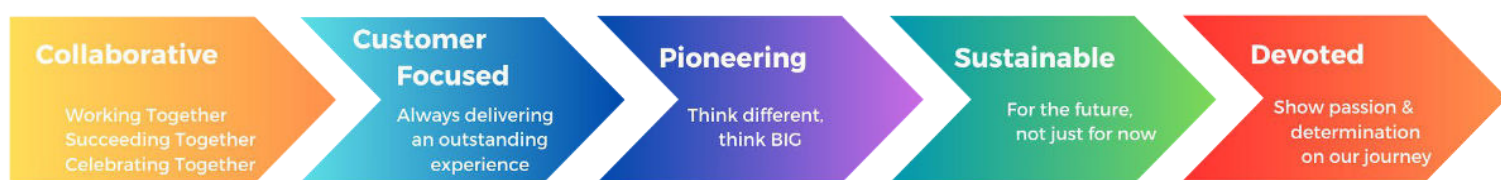
Having access to high quality, fast and bespoke support from highly experienced and qualified team of HR professionals with extensive experience across a number of industries across the whole employment cycle who are full members of the Chartered Institute of Personnel and Development and are qualified up to Master's Degree in Strategic HR Management.

- Freeing up your time from researching changes in employment law so that you can focus on growing your business.
- Gaining a third party point of view from professionals who understand the needs of your business and can advise on best practice commercial HR and Training solutions to protect the interests of your business and to help your business to flourish.
- Having access to professional advice and support on matters that can be procedurally complex.

HR PULSE – People Management Made Simple

HR Pulse is a fantastic Cloud based HR software solution provides users with a complete HR solution through the complete employment cycle from hire to retire.

- A comprehensive HR document library of 'best in class' HR documents. -'Always up-to-date' with current changes in UK employment legislation.
- No need for your clients to research employment legislation.
- Easy to use people management tool.
- Real-time data anytime, anywhere from their mobile, tablet or laptop 24/7.
- Safe and secure central storage of employee information that's always up-to-date.
- Time and cost savings through intuitive people management tools which equip any manager to handle people matters.
- Industry standard online tools help managers through our easy to understand 'step by step' guides.
- Efficient holiday and leave booking-system calculates holiday entitlements based on working patterns (hours/shifts/days).
- Provides a central folder for sharing key employment documents, e.g. employee handbook, key policies and procedures which employees can access anytime.
- Announcement tools so that managers can cascade information or make requests from their teams.
- Multiple prompts and alerts to enable managers to stay on track with their people management activities.
- Four levels of access (HR Manager/Line Manager/Employee Self Service/Contractor) makes HR Pulse versatile for all types of organisational scenarios.
- Provides a comprehensive suite of reports to help with training budget planning, monitoring starters and leavers to name but a few.



HR TRAINING

All of our training is designed and delivered by highly experienced and qualified HR professionals. We don't operate a 'one size fits all approach'. Our training is designed specifically to meet your organisational needs and your management team's level of experience whether they are a 'new manager' or are looking for refresher training.

- People Management – What you need to know
- Managing Your Teams with Simplicity
- Stress Management – A modern day phenomena
- Internal Investigations – Part 1: How to Conduct and Internal Investigation with
- Internal Investigations – Part 2: How to Write a Report from an Internal Investigation
- Having Difficult Conversations
- The Disciplinary 'Know How' and How to Avoid the Pitfalls
- The key framework for structuring an effective disciplinary.
- Managing Underperformance through the Formal Process
- Managing Change and Winning the Hearts and Minds of Your Team
- Building and Motivating High Performance Teams
- Improving the Attendance of Your Teams
- Employee Engagement

If you require more information or a tailored quote for You Can Do It HR to deliver any of these courses, please contact us today

E LEARNING

Empower Your Team, Ignite Growth, Unlock Potential with E-Learning

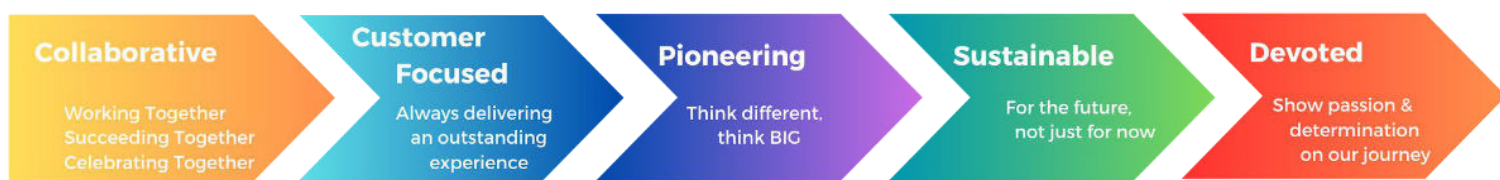
In an increasingly busy world, where demanding work schedules take precedence, it can be difficult to find time to train your employees effectively. Our online training portal allows your staff to undertake training remotely, from any location and at a time that best suits their needs. Employees can benefit from training packages, including videos that can be paused and reviewed upon request. Our online training programmes are designed to be informative and engaging, including short question and answer quizzes to test your employees' knowledge at the end of a session. If required, certificates are available to download to acknowledge certified levels of achievement.

You Can Do It .Training e-learning solutions include over 100+ courses in areas such as:

- Business Skills
- Health & Safety
- Health and Social Care
- Hospitality
- IOSH
- Mental Health & Wellbeing
- NEBOSH
- UKATA

Please review all our available e-learning courses online at www.youcandoit.training/

Overall, e-learning offers convenience, cost savings, flexibility, engaging content, personalisation, and continuous learning opportunities, making it a valuable tool for employee training and development.



Contact Us

Joining You Can Do It .Training: If you decide you'd like more information and wish to move forward with our professional services to become a valued client of You Can Do It .Training, we will conduct an initial training requirement/consultation to assess your current challenges and direction. Subsequently, a proposal for training services will be presented. Should you agree to become a valued client of You Can Do It .Training, we will send you the details of your dedicated Account Manager and any H&S consultation agreement for your review, signature, and return. Once we receive the signed agreement, we will proceed with actioning your account and 'putting the necessary wheels in motion'.

Your Onboarding Experience: Our aim at You Can Do It .Training is to provide you with a seamless onboarding experience, ensuring you receive comprehensive support right from the start. As part of this process, your designated account manager / consultant will personally reach out to you and share their direct contact information. We will also arrange suitable date and time with you for your initial H&S training, H&S consultation and/or HR consultation.

If you have any further questions, require additional information, or would like a quotation, please do not hesitate to reach out. We are always available to assist you.

Thank you again for your time and consideration.

Kindest regards,



Jon Taylor
Managing Director

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Accreditations:



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