



**KELRON HEALTH AND SAFETY
SERVICES**

FORK LIFT TRAINING COURSE



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FORK LIFT TRAINING

The programme will enable learners to deliver Fork Lift Training. It will ensure competency in the preparation of Fork Lift assessments.

Delivery of this programme may be in-house or is offered on a public basis in venues around the country. The facilitation of the program will consist of a variety of lectures, practical demonstrations and student centred learning.

With a duration of 1 day this programme may provide transfer to other awards.

Learner Profile

This programme is open to all learners specifically those who have a responsibility in health & safety within their work environment.

How many will be in the class?

To ensure maximum participation and to enable each student gain the most out of the day, we are adopting the ratio of a maximum of 3 students per course.

What certification will I receive?

Successful students will receive a RTITB certificate in Fork Lift Training.

It is our belief at Kelron, that people learn more when they are involved. We therefore will encourage each student to define their specific requirements and then design the course content where possible to address their needs.

What do I need to provide before the course?

You need to fill out the booking form which is available at the back of this document.

Fork Lift Operations Beginners

This course is suitable for new drivers or drivers with little experience and no certification. This course consists of theoretical and practical training and testing. Certificates RTITB are awarded to the successful participants.

Why go on this Course?

Operating a forklift truck is a specialised skill. Many accidents are caused by untrained drivers operating in ignorance of the special conditions that apply to forklifts. This course is aimed at individuals new to forklift truck driving. Certificates are awarded to participants who are successful in the theoretical and practical tests.

A confidential assessment on each operator's abilities is also provided.

On completion of the course participants will be able to:

- Demonstrate safe operating skills
- Avoid danger to people and property
- Carry out an inspection of the forklift truck
- List the consequences of taking certain kinds of chances
- Load and unload safely
- Refuel/recharge forklifts
- Handle awkward loads
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Course Programme: Theoretical Training

- Operator's safety code
- Daily inspection
- Hydraulic inspection
- Operating practices
- Written Test
- Feedback

Practical Training

- Introduction to the forklift truck
- Controls and instruments
- Daily inspection, take over and maintenance
- Starting, stopping and steering
- Simple corners and manoeuvring
- Operation of hydraulic controls
- Weight assessment
- Handling pallets
- Manoeuvring in confined spaces
- Handling awkward loads
- Skill tests

Fork Lift Operations (Experienced):

This course is suitable for drivers with experience of driving forklifts but who don't already have an operators certificate.

Why go on the course?

Operating a forklift truck is a specialised skill. Many accidents are caused by untrained drivers operating in ignorance of the special conditions that apply to forklifts. Certificates are awarded to participants who are successful in the theoretical and practical tests. A confidential assessment on each operators abilities is also provided.

On completion of the course participants will be able to:

- Operate a forklift truck safely, reducing the risk of injury to operators and pedestrians
- Use safe operating habits
- Understand the difference between a forklift and a car
- Loading and unloading safely
- Refuel/recharge forklifts
- Handle awkward loads

Course Programme:

- Brief summary of the Safety, Health and Welfare at Work Act 2005
- Introduction to course
- Introduction to forklifts
- Safe operating practices and video
- Elementary Driving
- Explanation, demonstration and guided practice on the correct procedures to adopt when driving a forklift

Fork Lift Operations (Refresher):

This course refreshes recently trained employees in the theory and safe use of Fork Lift Truck.

On completion of the course participants will be able to:

- Operate a forklift truck safely, reducing the risk of injury to operators and pedestrians
- List the steps to take to ensure effective maintenance

Course Programme:

- Brief summary of the Safety, Health and Welfare at Work Act 2005
- Explanations of principles behind Fork Lifts
- How to deal with pallet loads
- Overloading
- Battery care and general maintenance

FORK LIFT TRAINING

Booking Form

Name

Telephone

Mobile

Email

Address

PPSN Number

Date of Birth

Preferred venue and date:

In the unlikely event of a course failing to reach any minimum student number, you will be offered a full refund or a place on the next available course

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