

Mandatory Training

... at a glance

	Duration	People Manager / Supervisor	Team Member	Need Identified by Risk Assessment or by Role / Venue	Refresh	
Health & Safety	Health & Safety Essentials - Workshop <u>or</u> GOLD eLearning	2.5H / 1D	✓	✓	No	
	Fire Warden	1D		✓	No	
	First Aid at Work / Emergency First Aid	3D / 1D		✓	3 Years	
	Automated External Defibrillator (AED)	2.5H		✓	1 Year	
	Dealing with Difficult Situations - Workshop or GOLD eLearning	½D		✓	No	
	Assessing & Controlling Risk	1D		✓	No	
	Evac Chair - Train the Trainer	½D		✓	No	
	Manual Handling Trainer Assessor	2D		✓	No	
	IOSH Managing Safely (Delivered by Glasgow City Council)	4D	✓		No	
	GOLD - Management of H&S Assessment (to be completed alongside IOSH)	60M	✓		3 Years	
	GOLD - Asbestos Awareness (Glasgow Life Version)	45M	✓	✓	2 Years	
	GOLD - Display Screen Equipment (DSE) Awareness	45M			✓	2 Years
	GOLD - Ladder Safety Awareness	30M			✓	2 Years
GOLD - Legionella Awareness	45M	✓	✓		2 Years	
Policy	Recruitment & Selection (Mandatory for anyone on Interview Panel)	1D	✓		No	
	Unconscious Bias (Mandatory for anyone on Interview Panel)	½D	✓		No	
	Handling Grievance Effectively	½D	✓		No	
	Carrying out Effective Investigations	½D	✓		No	
	Dealing with Discipline	1D	✓		No	
	Managing Equalities at Work (Mandatory for New Managers & Supervisors)	½D	✓		No	
	GOLD - Maximising Attendance (Glasgow Life)	45M	✓		No	
Mgt & Team Dev	Corporate Induction - Introduction to Glasgow Life	1D	✓	✓	No	
	Child Protection - Workshop or GOLD eLearning	½D		✓	No	
	Running your Venue	1D		✓	No	
	Understanding Finance (For New Mgrs & Supervisors)	½D	✓		No	
	Understanding Governance & Risk (For New Mgrs & Supervisors)	½D	✓		No	
	GOLD - Performance Management	30M		✓	No	
	Performance Management Workshop	1D	✓		No	
Pool Safety	Pool Lifeguard Award	6D		✓	3 Years	
	Pool Lifeguard Award - Refresher	½D		✓	-	
	STA Tutor Award	5D		✓	Ongoing	
	Pool Rescue Board - Train the Trainer	4H		✓	No	
	Pool Plant Operator Qualification	3D		✓	5 Years	
	Swimming Pool Water Treatment Qualification	1D		✓	5 Years	
	Water Testing - Train the Trainer	½D		✓	No	
Security	Level 4 Diploma in Stadium Safety Management	1½Y		✓	No	
	Level 2 Certificate in Understanding Stewarding at Spectator Events	½Y		✓	No	
	GOLD - Information Security (Annual update)	30M	✓	✓	1 Year	
	Stay Safe Film	5M	✓	✓	No	
MHW	Mental Health Awareness Workshop - Delivered by SAMH	½D	✓		No	
	GOLD - Mentally Healthy Workplaces	60M		✓	No	

GOLD = Glasgow Online Learning and Development - See page 15 of the Learning & Development Directory 2020