



<p>DURATION</p> <p>4 Hours</p>	<p>GROUP SIZE</p> <p>Up to 12 Learners</p>	<p>LEVEL</p> <p>Awareness / Foundation</p>
<p>LEGISLATION</p> <p>Manual Handling Operations Regul...</p>	<p>RESOURCES</p> <p>Handout, Quiz, Slides</p>	<p>ASSESSMENT</p> <p>Knowledge Check Quiz</p>

LEARNING OBJECTIVES

- Understand the legal requirements under the Manual Handling Operations Regulations 1992
- Identify the risks associated with manual handling in the workplace
- Apply the TILE risk assessment framework to manual handling tasks
- Demonstrate safe lifting and carrying techniques
- Know when to use mechanical handling aids and how to use them safely

SESSION PLAN

0:00–0:15	Welcome	Welcome & Introductions Trainer intro, housekeeping, fire exits, learning outcomes for Manual Handling
0:15–0:30	Icebreaker	Warm-Up Activity Icebreaker to engage learners and introduce the topic of Manual Handling
0:30–1:00	Theory	Key Legislation & Background Manual Handling Operations Regulations 1992 — why it matters, employer duties, employee responsibilities
1:00–1:30	Theory	Core Knowledge — Part 1 Key facts, statistics, risk factors, and underpinning knowledge for Manual Handling
1:30–1:45	Break	Morning Break 15-minute comfort break — trainer to prepare practical equipment
1:45–2:15	Theory	Core Knowledge — Part 2 Deeper dive into Manual Handling — common hazards, control measures, best practice
2:15–2:50	Practical	Demonstration & Supervised Practice Trainer demonstrates key techniques; learners practise in pairs with trainer feedback
2:50–3:00	Break	Short Break 10-minute break — distribute quiz papers
3:00–3:20	Assessment	Knowledge Check Quiz Learners complete the quiz individually; trainer collects and marks
3:20–3:40	Activity	Group Scenario Exercise Teams work through a realistic scenario applying Manual Handling knowledge
3:40–3:55	Review	Quiz Review & Q&A Go through quiz answers; address any misconceptions; open Q&A session
3:55–4:00	Close	Summary & Close Recap key learning points, issue certificates, signpost further resources