

# Statutory eLearning, designed specifically for schools

Available to take from September 2024



Are you buying in essential training from elsewhere to cover your statutory needs? At a time when budgets are tighter than ever, our new suite of **13 eLearning courses** can help you streamline suppliers and save money.

Designed specifically for schools and covering critical areas including fire safety, the UK GDPR and health and safety, our new on-demand eLearning provides **essential training for every member of staff** who needs it, to **help you meet your statutory requirements**.

Our eLearning courses are rooted in the reality of a school and apply great learning design, for learning that really sticks.

You'll find:

- Interactive and engaging elements, such as videos and activities
- Scenario-based learning
- Regular knowledge checks
- End-of-course assessments

These courses are available exclusively to Whole School members.

**Upgrade your membership or join The Key today**



## Fire safety



All staff



30 min

You'll learn:

- › Why fire safety is so important
- › To identify fire risks
- › How to prevent a fire from starting
- › What to do in the event of a fire
- › How to use fire extinguishers

## Health and safety for teachers and TAs



Teachers and teaching assistants (TAs)



50 min

You'll learn:

- › Why health and safety is important
- › Your school's health and safety requirements
- › How to spot hazards and manage health and safety in the classroom
- › How to consider health and safety in your curriculum
- › How to manage health and safety risks on school trips
- › Health and safety considerations for specific pupils (e.g., those with SEN or disabilities, or with challenging behaviour)

## Data protection and the UK GDPR for school staff



All staff



50 min

You'll learn:

- › What the UK GDPR is and why it's important
- › Key data protection terms
- › The 7 core principles of the UK GDPR, and how they apply to how you handle data in your role
- › Your school's data protection requirements
- › The role of the data protection officer (DPO) and how they can support you

## Control of substances hazardous to health (COSHH)



Any staff who may be exposed to hazardous substances as part of their role (e.g., secondary science teachers, cleaners)



30 min

You'll learn how to:

- › Identify hazardous substances
- › Manage risks for hazardous substances
- › Use and store these substances safely

## Legionella management



The 'responsible person' in charge of legionella management (likely the headteacher or premises staff)



30 min

You'll learn:

- › What legionella and Legionnaires' disease are, and how they spread within a school
- › How to identify legionella risks
- › How to manage legionella risk, depending on your role

## Data protection for new DPOs



Data protection officers (DPOs)



60 min

You'll learn:

- › What the role of data protection officer involves
- › How to monitor compliance with the UK GDPR and conduct data audits
- › How to develop and review policies, procedures and privacy notices
- › Your role in advising and supporting on data protection audits and subject access requests (SARs), including practical steps you can take
- › How you can support and advise staff and governors on data protection

## Risk assessment for schools



All staff



30 min

You'll learn:

- › The importance of risk assessment to health and safety in your school
- › The difference between hazards and risks
- › About the 'hierarchy of controls' and how to apply them
- › The risk assessments your school should have in place
- › How to conduct an effective risk assessment

## Cyber security in schools



All staff



30 min

You'll learn:

- › About common cyber security risks (such as phishing) and how to spot them
- › How to reduce the risk of a security breach
- › How to set strong passwords
- › How to respond to phishing email attacks
- › What to do if there's a data breach

## Working at height in schools



All staff



30 min

You'll learn:

- › What 'working at height' means
- › How to work safely at height
- › The equipment you might use when working at height
- › How to use a ladder safely
- › How to safely store equipment for working at height

## Safe manual handling



All staff



30 min

You'll learn:

- › What manual handling is, and the risks associated with it
- › What to look out for before you perform a manual handling task
- › How to lift and move objects safely
- › How to reduce the risk of injury

## Supporting pupils with medical needs



Any member of staff who supports a pupil with a medical condition, or who manages medicines in school



40 min

You'll learn:

- › What counts as a 'medical need'
- › Your school's responsibilities when supporting pupils with medical needs, including when managing medicines
- › What individual healthcare plans (IHPs) are and how to use them
- › How to safely store and administer medication, including on school trips
- › What to do if a child refuses their medication
- › How to support the social and emotional needs of pupils with medical conditions

## Asbestos



Any member of staff who may be exposed to asbestos, and their managers



30 min

You'll learn:

- › What asbestos is, and why it's dangerous
- › Your school's responsibilities in managing asbestos
- › The steps you can take to manage asbestos safely
- › What to do if someone in your school is exposed to asbestos

## Managing procurement in schools



Staff involved in purchasing (likely the headteacher and SBM)



50 min

You'll learn:

- > Your school's procurement requirements
- > The stages of an effective procurement process
- > The different procurement routes available to you (for example, frameworks and tenders) depending on how much you're spending

Try our demos and view our full suite of statutory eLearning courses [on our website.](#)



Course content and availability subject to change at the discretion of The Key and in line with any relevant changes in guidance.