

Biz Training Solutions

Price List

Name of course	CPD certified standard version (all assessed online)	Price with formal accreditation through National Awarding Body and secure posting of certificate.
Induction and refresher essential courses		
Data protection- the essentials	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Equality and diversity	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Lone working for staff	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Communication skills	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Professional boundaries	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Administration courses		
Taking minutes	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
How to run effective meetings	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Team leader/management courses		
Lone working for managers	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
An introduction to management	£20 pp + VAT (£24)	£45 pp + VAT (£54)
Recruitment and selection process	£20 pp + VAT (£24)	£45 pp + VAT (£54)
Providing effective support and supervision	£20 pp + VAT (£24)	£45 pp + VAT (£54)
Managing money	£25 pp + VAT (£30)	£50 PP + VAT (£60)
Safeguarding courses		
Safeguarding adults' awareness	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Safeguarding children awareness	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Safeguarding designated person	£25 pp + VAT (£30)	£50 PP + VAT (£60)
Safeguarding policy and procedure	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Safeguarding practice (all 4 safeguarding courses)	£60 pp + VAT (£96)	£145 pp + VAT (174)
Health and safety courses		
Health and safety at work	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Slips, trips and falls	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Working at height	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)

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Ladder safety	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Manual handling for staff	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Manual handling for managers	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
DSE awareness	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Asbestos awareness	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Food hygiene in catering	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Emergency and fire awareness	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
An introduction to risk management	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
COSHH	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)

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