

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		
Communication Skills	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
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)
Professional Boundaries	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Whistleblowing Awareness	£10 pp + VAT (£12.00)	N/A
Administration courses		
How to Run Effective Meetings	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Taking Minutes	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Time Management	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Team leader/management courses		
An Introduction to Management	£20 pp + VAT (£24)	£45 pp + VAT (£54)
Lone Working for Managers	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Managing Money	£25 pp + VAT (£30)	£50 PP + VAT (£60)
Providing Effective Support and Supervision	£20 pp + VAT (£24)	£45 pp + VAT (£54)
Recruitment and Selection Process	£20 pp + VAT (£24)	£45 pp + VAT (£54)
Safeguarding courses		
Safeguarding Adults' Awareness - Level 2	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Safeguarding Children Awareness - Level 2	£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		
Alcohol and Drug Awareness	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)

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An Introduction to Risk Management	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Asbestos Awareness Cat A	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Control of substances hazardous to health (COSHH)	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
DSE Awareness	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Emergency and Fire Awareness	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Fire Warden	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Food Hygiene in Catering Level 2	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Health and Safety at Work Level 2	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Ladder Safety	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Manual Handling for Employees/Volunteers	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Manual Handling for Managers	£18 pp + VAT (£21.60)	£45 pp + VAT (£54)
Sharps awareness	£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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