

APPROVED COURSES

DRIVER CPC/JAAPT AN OVERVIEW

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BACKGROUND

The Vehicle Drivers (Certificates of Professional Competence) Regulations came into effect in 2007 following the Driver CPC EU Directive in 2003/59. The Driver Certificate of Professional Competence (Driver CPC) is relevant to all LGV and PCV driving professionals and as such drivers are required to undertake 35 hours of professional training during a 5 year period to keep their CPC valid.

Only courses that have been approved and are being delivered by a training centre that has been approved by the Joint Approvals Unit for Periodic Training (JAUPT) will count towards the periodic training requirement. Periodic training is designed to confirm and expand on the existing knowledge and skills of each driver, for example, by enabling them to keep up-to-date with ever-changing legislation.



INTRODUCTION

System Group was one of the first organisations to commence delivery of DCPC in 2008 and, since then, has designed and developed an extensive range of 7 hour courses and 3.5 hour modules to satisfy both the LGV and PCV sectors.

Introduction of TAXI DCPC hours have also been introduced; rules for Driver CPC hours are slightly different for Taxi as a maximum of 7 hours of Driver CPC can be taken each year (initial period 2015-2020)

Taxi Driver Periodic Training has been introduced in Northern Ireland from the 1st September 2015. The purpose of periodic training is to raise the standards of the taxi industry and to develop the current skills of taxi drivers. Taxi Drivers in Northern Ireland will not be able to renew their taxi driver licence until they have completed the required amount of periodic training which must include at least one Disability Awareness course of a minimum of 3.5 hours.

Our training courses are based on years of transport training experience, supported with subject matter experts and via regular dialogue with fleet operators ensuring that our courses comply with all current relevant legislation.

To ensure a return on your investment, our training courses have been designed to ensure that drivers understand their responsibilities and legislative obligations, equipping them with essential knowledge to operate safely, courteously and fuel-efficiently. A suite of unique driver workbooks assist the learning experience and add to training outputs. System Group has a national capability to deliver training to match clients' individual requirements, including weekend delivery. Training can be delivered using our national network of training centres or, alternatively, at customer sites.

In addition, our Driver CPC Consortium enables clients to deliver both generic and client specific bespoke JAAPT approved courses utilising their own in-house trainers.



LGV & PCV | APPROVED MODULES | 3.5 Hour

Our LGV & PCV programmes are available in 3.5 hour modules, which can be mixed and matched to produce a 7 hour course to suit your business needs.

CUSTOMER CARE

Suitable for all drivers with a customer facing role, this course enables drivers to understand how they can help to enhance their company image, improve their standards of service and understand how to deal appropriately with both internal and external customers. Aimed at ensuring that drivers conduct themselves in accordance with their company brand and values, this module will help to improve relationships between their company and their customer.

DRIVER HEALTH AND ECO-SAFE DRIVING

A classroom based programme which enlightens drivers to the importance of physical and mental ability, the principles of healthy eating and the role of the basic work/rest cycle. Coupled with an introduction to the principles of safe and fuel efficient driving, the course creates awareness of how driving technique affects fuel consumption. Drivers will learn how concentration and planning can reduce incidents and vehicle downtime, ultimately leading to reduced fuel costs for the fleet and a less stressed and healthier driver!

DRIVERS' HOURS

This course provides candidates with the knowledge of working time to ensure they are aware of working periods specific to the transport industry. Ensuring drivers know the rules regarding rest breaks and working hours helps to develop a culture of safety and compliance, leading to a reduction in tachograph offences/infringements and corresponding costs.

MANUAL HANDLING

Most back injuries are caused by heavy or awkward lifting and are a major cause of low performance within a job role. This course aims to create awareness of how to lift in a correct and safe manner, without causing damage to self or others.

HEALTH AND SAFETY

The course aims to help candidates identify and eliminate potential hazards in the workplace, with particular regards to vehicles. Providing practical advice to create an awareness of the safety culture within their businesses, the course content also covers slips, trips and falls and other workplace related incidents, ultimately creating a responsible workforce who considers the consequences of their actions.

FIRST AID AWARENESS

Drivers spend a great deal of their working day alone in a high risk environment with machinery and chemicals. In the First Aid session, candidates learn techniques such as resuscitation and CPR, gaining vital time in the wait for the Emergency Services in the event of an incident.

DRIVER & VEHICLE SECURITY (LGV ONLY)

Aimed at drivers who are involved in the transport of high consequence, high value goods and/or undertaking international journeys involving border crossings. The module looks at the motivation and sophistication of both criminals and terrorists and the risks facing drivers today. This course provides drivers with the knowledge of how to minimise or avoid potential risks to their load, vehicle and themselves by adopting strategies to reduce occupational road risks.

LOAD SECURITY (LGV ONLY)

This course covers drivers legal responsibilities and possible penalties, principles of load safety, load security equipment, dangers of high vehicles /low bridges, pre-load checks, securing loads, including curtain-sided trailers, vehicle stability, vehicle roll over and avoidance and the correct procedure for loading a vehicle.

DIGITAL TACHOGRAPHS

Suitable for drivers of vehicles fitted with Digital Tachographs, this course provides candidates with knowledge of regulations (EEC) 561/2006 and 3821/85. Responsibility lies with both the driver and the employer to remain compliant. Ensuring drivers understand the rules regarding rest breaks and working hours helps to develop a culture of safety and compliance, leading to a reduction in tachograph offences/infringements and unnecessary costs.

DRIVER SAFETY AT WORK (LGV ONLY)

One of the most important tasks for a driver which is emphasised all too often by Traffic Commissioners. The aim of this course is to train drivers in the techniques of carrying out vehicle checks and defect reporting. Supports your own procedures and assists Transport Managers to demonstrate effective operations.

START 1 & START 2 (2 X 7 HOUR COURSES - LGV)

Developed in partnership with the Department for Transport, START (Standardising Training Across Road Transport) aims to embed a standard induction and refresher training programme across the industry. This course covers essential legislation, health and safety, driver health and the social environment of road transport. START is designed in the format of two 7 hour courses, which can be delivered together as an Induction Training programme or for consecutive programmes for experienced drivers as part of on-going refresher training

SAFED (7 HOURS - LGV & PCV)

reducing fuel (by up to 10%) insurance and vehicle costs, whilst having a positive impact on environmental damage by reducing CO2 emissions and pollutions. An effective means of improving operational efficiency, this course is delivered off-the-job, on a 2:1 basis to ensure optimum transferability of new driving techniques.

TANKER AWARENESS (7 HOURS - LGV)

When taken in conjunction with the 5 day Initial course, Tanker Awareness enables the candidate to achieve a total of 28 hours of Driver CPC credit.

TRAFFIC LAW (7 HOURS)

This course aims to assist drivers in understanding the rules of the road covering topics that include, the legal definition of a road, different types of roads, speed limits, road signs and markings, loading and unloading, pedestrian crossings, roundabouts, vehicle categories and driving licences and entitlements.

DRIVING ESSENTIALS

Course covers basic H&S for drivers at work. Emphasising HSAW act and drivers responsibilities in the workplace. Work related incidents and dealing with hazardous substances. Site rules and regulations and how to stay safe in the workplace.

TRANSPORT MANAGER CPC (UP TO 35 HOURS - LGV & PCV)

This course is aimed at those who wish to hold the prerequisite qualification of Professional Competence for Operator Licensing in the UK and those who wish to pursue a supervisory/managerial career in Road and/or Passenger Transport Operations. The 35 hours of DCPC credits are achieved by completing this 8-day, OCR accredited training programme.

VULNERABLE ROAD USERS (7 HOURS - LGV)

In 2012, there were 14 cyclist fatalities in London, with 5 involving LGVs, highlighting the urgent need to reduce the dangers posed by LGVs to cyclists. The Vulnerable Road Users (VRU) course is based on the Transport for London (TfL) Safe Urban Driving course and has been designed to enable transport operators to take measures to improve the safety in all road traffic environments. Candidates will gain an understanding of the changing streetscape and the urban environment, vulnerable road users and sharing the road safely, plus defensive driving techniques and actions in the event of an emergency incident.

BEHAVIOURAL BASED SAFETY (7 HOURS - LGV)

BBS is a programme that aims at increasing safety during road freight transport by positively influencing the behaviour of drivers through observation, coaching and communication. The BBS programme, endorsed by the likes of BP, Exxon and Shell, has been adopted as standard operating procedures by the European chemical transport industry. This programme has since been applied to the wider transport market and is an ideal on the job buddy course, incorporating a Day in the Life of a Driver.



LGV & PCV | APPROVED MODULES | 7 Hour

In addition to our 3.5 hour modules, we also have a number of 7 hour JAUPT approved courses for LGV and PCV, which are as follows:

ADR DANGEROUS GOODS (UP TO 21 HOURS - LGV)

System Group's ADR programme plays a key role in ensuring drivers understand their responsibilities and legislative obligations; equipping them with essential knowledge to transport dangerous goods safely, and to respond correctly to emergency situations. By completing an ADR refresher course, each candidate achieves 14 hours of Driver CPC and an Initial course, when combined with Tanker Awareness, achieves 28 hours.

FIRST AID LIFE SKILLS - HIGHFIELD ACCREDITED (7 HOURS - LGV & PCV)

This one day course takes the learner through the responsibilities of a first aider; how to assess an incident; how to manage an unresponsive casualty; the respiratory system; and how to deal with wounds and bleeding, shock, seizures and minor injuries. The course is fully accredited by Highfield when delivered by an approved trainer. The learner will become a fully qualified emergency first aider and the qualification is valid for three years.

NEW DRIVER DEVELOPMENT

This course is aimed at new or relatively inexperienced drivers refreshing their previous driving skills. Training is in cab tuition on a max 2:1 basis. Course equips new drivers with skills and knowledge to ensure vehicle is roadworthy and can be driven in a safe and efficient manner; Emphasis is on systematic approach to hazards on the road and other road users.



INSTRUCTOR AND TRAIN THE TRAINER PROGRAMMES

Our “Train the Trainer” programmes are aimed at upskilling experienced drivers to enable them to deliver training to their driver teams.

ABOUT

System Group operates one of the largest Instructor Training Academies in the UK, serving many well-known brands across the freight logistics sector. Our strategy is to enable transport operators to build and develop their own in-house training capability so that they can improve the skills base of their workforce.

Our “Train the Trainer” programmes are aimed at upskilling experienced drivers to enable them to deliver training to their driver teams. These qualifications enable candidates to deliver both classroom based and in-cab training and assessment to education and DVSA standards. A series of on-going CPD courses are available for Driver Trainers / Assessors. Bringing training in-house reduces the need for out-sourced training services and potentially provides a new profit stream through the delivery of training to third party businesses.

DRIVER TRAINER / ASSESSOR 5 DAY COURSE (21 HOURS - LGV)

This course provides attendees with a recognised qualification that meets the requirements of JAAPT / Driver CPC, providing instructors with the knowledge, skills and processes necessary to conduct in-cab Driver CPC training courses. The course provides candidates with the ability to identify, rectify and correct driving faults in drivers and give them the tools to carry out driver assessments to DVSA standards. This is an ideal foundation for the SAFED Instructor course.



TEACHING, INSTRUCTION & ASSESSMENT (TIA) 3 DAY COURSE

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HEALTH & SAFETY INSTRUCTOR COURSES

System Group has a range of Health & Safety related instructor courses, which include:

- IOSH
- Managing Safety (4 days)
- First Aid Instructor
- Manual Handling Instructor



TAXI DRIVER CPC COURSES | NORTHERN IRELAND ONLY

Taxi Drivers in Northern Ireland will not be able to renew their taxi driver licence until they have completed the required amount of periodic training which must include at least one Disability Awareness course of a minimum of 3.5 hours.

DISABILITY AND CUSTOMER SERVICE

This course is designed to give an overview of the barriers faced by disabled people using taxis and promoting ways drivers can reduce these barriers. How to provide an inclusive service to your customers. What the law says you must do; In Northern Ireland, about 20% of the population have a disability or impairment, which equates to around 365,000 people; this is a figure which continues to increase. According to recent census figures, 40% of households contain at least one person with a disability. Due to their impairments, people have a greater need for accessible transport to link into local services and facilities.

VULNERABLE ROAD USERS (7 HOURS)

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FOR MORE INFORMATION

on any of our courses or to arrange a booking, please speak to your Account Manager or contact our booking team using any of the methods below;



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