



SSP eNews - April 2021

Hello and welcome to the April edition of SSP eNews

Spring is finally here and with it optimism for the future as the vaccination process for COVID-19 is rolled out. Our recently published Business Plan reinforces CITB's commitment to encouraging people into our sector, retaining existing talent, providing the learning opportunities our industry needs, and maintaining high standards - now and in the future.

In this edition we provide a roundup of recent changes and revisions, introduce some new products and give you an insight into what to expect next. We also provide a reminder, for those offering remote delivery of courses.

Don't forget if there is anything you'd like to hear about or think we should include, do let us know.

Email: sitesafetyplus@citb.co.uk



SSP Update

What's New?

Since our February edition we've made a number of changes, introducing new forms, courses and support products, here's a roundup:

SSP Forms

In February Site Safety Plus released updated versions to the SSP Forms. The forms now have the functionality to be completed either online or by hand and, with the exception of the Delegate Information Form (DIF), there is now one version of each form to be used for both classroom and remote delivery. Over the coming months we will be creating support materials to give our centres the confidence that they are completing each section correctly.

New version of SMSTS/SMSTS-R Course

The updated course material was released on **3rd March**, and hopefully all centres that run our Site Management Safety Training Scheme (SMSTS) Course and SMSTS Refresher Course have now had the opportunity to go through the new and updated material.

Please ensure you are preparing for any upcoming SMSTS/SMSTS-R Courses with the most up to date information, as the previous version of this course will be removed from the SSP Training Provider Portal from the **1st April**. The new material can be found in the folder named 'NEW SMSTS and SMSTS-R Course Material' within the [Courses](#) section of the SSP Training Provider Portal.

If you have any questions regarding the new material please email sitesafetyplus@citb.co.uk



SSP Trainer Directory

On the **19th February** we asked our approved Site Safety Plus Trainers if they would like to register their details on our new **SSP Trainer Directory**.

Since this email and the launch of the tool on the **1st March**, we have had over 90 tutors register their details. This is a very positive step towards increasing the connections between training providers and tutors and supporting the training needs of industry.

You can find the SSP Trainer Directory on the SSP Training Provider Portal by clicking [here](#).

Coming Soon

New CITB Shop

Over the last few months Site Safety Plus has been working on a new and updated version of the CITB Shop, due to launch this summer.

The new site will offer an improved customer experience for those purchasing SSP Publications, with:

- A fresh new design
- Improved functionality
- Enhanced resources

We will be sharing more details and a launch date soon.

SSP Development

Our Plans For 2021

Following the launch of SMSTS and the refreshed publications, we wanted to share our plans for the year ahead.

The current focus for the team is the **Directors Role in Health and Safety (DRHS)** course. We have analysed industry feedback and worked with subject matter experts to produce new course material. The course will initially be introduced as a pilot, following review by a Product Development Group, with an aim to launch fully by the middle of the year.

Once the new version of the DRHS Course has been launched, our focus for the rest of the year will be reviewing the three **Temporary Works** courses simultaneously; looking at delivery methods and considering the potential of introducing a refresher TWCTC Course.

If you would like to be involved in the development of our **Temporary Works** courses, especially to be part of Product Development Groups, please register your interest by emailing sitesafetyplusdevelopmentteam@citb.co.uk

We can't wait to tell you more about these exciting developments in our next edition.

Quality Assurance

Site Safety Plus: Course Invitations and Links

The Quality Assurance team are still getting a number of course invitations (links) via the quality.assurance@citb.co.uk email address for both face to face and remote courses which have not been titled correctly.

We are also receiving emails from trainers who are delivering courses who have sent the link for a course from their own email addresses. This makes the process of pairing the trainer to the course very difficult and time consuming.

We would like to remind all our Site Safety Plus Training Providers that when they provide an invitation / link for a course (for remote or classroom delivery) the email should be sent directly from themselves or from the trainer who is delivering the course on their behalf.

You should also ensure that the following information is shown in the subject line of the email, in this format:

Subject: Training Provider's Full Name/Course Notification Number/Course Title/ Date

Failure to comply with this requirement is a breach of scheme rules and could result in a sanction against your centre. See paragraphs 40-61 in the [Site Safety Plus Quality Assurance Requirements Document](#).

Updated SSP Quality Assurance Requirements Document

There have been some minor updates to the **SSP Quality Assurance Requirements** document. The most up to date published version is **March 2021v1**.

This can be found on the SSP Training Provider Portal using this [link](#)

Remote Delivery

A number of incidents have come to the attention of our Quality Assurance Team, where more than one individual has been showing per laptop/computer screen during courses being run remotely by our Training Providers.

As per Paragraph 41 in the [SSP Quality Assurance Requirements Document](#);

41. The remote course must be delivered to delegates who are located at separate venues, e.g. home or work, and have an internet connection through an individual laptop or computer. Delegates that work for the same organisation can attend the course together, provided the course is accessed by individual laptops or computers. The delegates must **not** be brought together by the training organisation or intermediary into one location.

Training providers must ensure that all delegates have the correct equipment before booking a course, and are not permitted accept the attendance of delegates at a course that are appearing via the same screen.

If you have any questions regarding the above please email quality.assurance@citb.co.uk

Customer Feedback

This month we would like to share some of the positive comments we've received from our approved SSP Trainers following the introduction of our new SSP Trainer Directory;

'An extremely useful initiative – well done!'

'Thanks for the invite to join the register, what a good idea'

'Great idea'

We love receiving feedback; it supports our development and lets us know what you, our customers are thinking.

Why not share your experiences with us by emailing: sitesafetyplus@citb.co.uk

Meet the Team



Hi, I'm Darren and I'm the Site Safety Plus Product Manager, responsible for the operational delivery of SSP Courses, Publications and the CITB eCourses platform.

I can honestly say that I really enjoy working for CITB and playing my part in supporting the UK construction industry. My role is extremely varied and gives me the opportunity to work with many people (internally and externally), who genuinely want to make a difference and ensure we continue to provide "best in class" Health and Safety Training. I believe we've made some great strides over the last 12 months in improving our service offering for our centres and I'm excited by our future plans to improve Site Safety Plus even further.

Keeping with the tradition of the "Meet the team" section, I should mention a little bit more about myself. So, here we go... I'm a big football fan, so I'm enjoying the additional benefit of all the games being live on TV at the moment. I like to get in the gym (well, my homemade version), but most of my spare time is spent chasing our 1 year old son around the house, or being bossed around by one of the older kids...we have a big family, so I don't really get much of a say in what our plans are!

Contact details

We're here to help, so if you have any questions, need to update your contact details or just want to share feedback; we'd love to hear from you.

Please email: sitesafetyplus@citb.co.uk

COVID-19

CITB's [COVID-19 Urgent Messages page](#) is refreshed regularly and includes updates on the full range of our work.

You can also read the [range of support measures](#) made available to UK businesses and employees by the UK Government.

Finally...

Until our June edition you can keep up to date via the SSP portal and the CITB website.

Stay safe

SSP Team



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