# NSAR - Briefing Note 19

## Happy New Year

This previous year was a testing year for all of us. We would like to thank you for all your hard work in continuing to provide a safe service to the industry whilst adapting to how events are conducted.

Providers should ensure that the Skills Backbone calendars are updated to communicate any closures that may arise by adding 'unavailable' dates and confirming as a priority when the business is open again. All COVID-19 Risk assessments are required to be uploaded to SBB.

Please continue to ensure the safety of all staff members and delegates by following government guidelines. The latest guidance and advice can be found at: https://www.gov.uk/coronavirus

## Duration of Courses Clarifications

### COSS Initial & Recertification

The following contains detailed clarifications of lesson plan durations for each from the Training Toolkit and delivery models when delivering as one event.

### COSS Initial

| Module Name | Overall day duration as per current Training Toolkit (based on 6 hr training day) | Day 1 AM | Day 1 PM | Day 2 AM | Day 2 PM | Day 3 AM | Day 3 PM | Day 4 AM | Day 4 PM | Day 5 AM | Day 5 PM | Day 6 AM | Day 6 PM | Day 7 AM | Day 7 PM |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PTS Recert** | **½ day** | x | | | | | | | | | | | | | |
| **DCCR Recert** *(if required)* | **½ day** | | x | | | | | | | | | | | | |
| **COSS Initial** | **5 days** | | | x | x | x | x | x | x | x | x | x | x | | |
| **CRP LLT Initial** *(if required)* | **½ day** | | | | | | | | | | | | | x | |
| **OLP Initial** *(if required)* | **½ day** | | | | | | | | | | | | | | x |

*** the above order of 'if required' modules are for demonstration purposes only, as this will depend on if they are required within specific course deliveries ***

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The National Skills Academy
RAIL

## COSS Recertification

| Module Name | Overall day duration as per current Training Toolkit (based on 6 hr training day) | Day 1 AM | Day 1 PM | Day 2 AM | Day 2 PM | Day 3 AM | Day 3 PM | Day 4 AM | Day 4 PM |
|---|---|---|---|---|---|---|---|---|---|
| **PTS Recert** | ½ day | x | | | | | | | |
| **DCCR Recert** *(if required)* | ½ day | | x | | | | | | |
| **COSS Recert** | 2 days | | | x | x | x | x | | |
| **CRP LLT Recert** *(if required)* | ½ day | | | | | | | x | |
| **OLP Recert** *(if required)* | ½ day | | | | | | | | x |

*** the above order of 'if required' modules are for demonstration purposes only, as this will depend on if they are required within specific course deliveries ***

## What does this mean for me?

Any booked event that does not meet the above guidance should be amended. All future courses must align to the above guidance.

# Self-Assessment Reports (SAR), Quality Improvement Plans (QIP) & Annual Reviews

Providers are reminded that updates to their SAR, QIP and Annual Reviews are to be completed and should have been uploaded into Skills Backbone no later than **30th January 2021.**

# NSAR Contact Information

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