Programme by Venue 2027

NORWICH		
WPO Stage 1	25 - 29 January	13 -17 Sept
WPO Stage 2	8 - 12 March	18 - 22 October
H&S Stage 1	26 - 30 April	22 - 26 Nov
Equalities	12 - 16 April	20 - 24 Sept
Emp. Law	21 - 25 June	8 – 12 November

LUTON		
WPO Stage 1	18 - 22 January	6 -10 September
WPO Stage 2	1 - 5 March	11 - 15 October
H&S Stage 1	19 - 23 April	22 - 26 November
Equalities	14 - 18 June	1 - 5 November
Emp. Law	17 - 21 May	27 Sept - 1 October

HENDON			
WPO Stage 1	25 - 29 January	21 - 25 June	27 Sept - 1 Oct
WPO Stage 2	8 - 12 March	18 - 22 October	
H&S Stage 1	26 - 30 April	29 Nov - 3 Dec	
Equalities	15 - 19 March	20 - 24 Sept	
Emp. Law	10 - 14 May	8 - 12 November	

HAYES		
WPO Stage 1	11 - 15 January	28 June - 2 July
WPO Stage 2	22 - 26 February	13 - 17 Sept
H&S Stage 1	12 - 16 April	11 - 15 October
Equalities	1 - 5 February	4 - 8 October
Emp. Law	24 - 28 May	15 - 19 November

HAINAULT			
WPO Stage 1	11 - 15 January	14 - 18 June	6 - 10 September
WPO Stage 2	22 - 26 February	4 - 8 October	
H&S Stage 1	19 - 23 April	1 - 5 November	
Equalities	1 - 5 March	29 Nov - 3 Dec	
Emp. Law	17 - 21 May	15 - 19 November	

Key: ***WPO = Workplace Organiser***
H&S = Health & Safety
Emp.Law = Employment Law
EQU = Equalities

Please note that Reps must complete their WPO1 & WPO2 in sequential order prior to undertaking the rest of the courses as these are classed as the National Induction and are mandatory.

Email invitations will be sent 8 weeks prior to the course so please check junk folders regularly and ensure that we have a valid email address for you.
Once confirmed, you will be sent a letter to give to your employer requesting leave to attend. Please contact the department should you have any queries. Do not turn up to a course without prior confirmation.

GMB LONDON REGION EDUCATION DEPARTMENT

Course Guide

January - December 2027

GMB London Region, Education Department
Jansel House, Hitchin Road, Stopsley, Luton, LU2 7XH
Tel: 01582 393165/404842 – email: helen.mendieta@gmb.org.uk
Website: www.gmblondon.org.uk/departments/education

GMB London Region Training Programme

The GMB London Region has developed a comprehrensive training programme, which is designed to give Workplace Organisers the confidence and knowledge to effectively represent GMB members and build workplace organisation.
Training is delivered over an extended period, enabling Workplace Organisers to gain practical experience between each module.

Please note that Reps must complete their WPO1 & WPO2 in sequential order prior to undertaking the rest of the courses as these are classed as the mandatory National Induction.

STAGE 1 – Initial Support Training
This is an opportunity for new Workplace Organisers to meet their full-time Officer.
Workplace Organisers are introduced to their role, with advice on communication, how to map the workplace and recruit. Information is also given on regional contacts and support on offer.

STAGE 2 – 5 Day Workplace Organiser Stage 1 Course
The first stage of the National Induction Programme, this course covers the structure and democracy of the GMB both regionally and nationally.
Following on from IST it looks in more detail at workplace mapping, recruitment and workplace organisation.
Workplace Organisers will work on developing the skills to effectively represent members at grievance and disciplinary hearings and explore key aspects of the role that Health and Safety Representatives play within the workplace. By the end of this course Workplace Organisers should feel more confident in resolving straightforward issues within the workplace.

STAGE 3 – 5 Day Workplace Organiser Stage 2 Course
Developing the Workplace Organisers knowledge, research and problem-solving skills, public speaking and how to prepare a speech. Organising around health and safety issues and addressing equality and diversity within the workplace. Examining the role of Trade Unions in politics and their ability to organise within the community.

STAGE 4 – 5 Day Health and Safety Stage 1 Course
Assisting Workplace Organisers in approaching a wide range of health and safety issues, including participation in safety committees and risk assessments. It explores safety legislation and explains research techniques together with the use of information to deal with issues in the workplace.

STAGE 5 – 5 Day Health and Safety Stage 2 Course NOT CURRENTLY RUNNING
Aimed at established Health and Safety Representatives, developing skills in risk assessment and accident investigation, research and problem solving. Putting in place proactive strategies for developing a safety culture in the workplace. Developing a more in-depth knowledge of occupational health and safety and how to use health and safety in collective bargaining scenarios and build GMB organisation in the workplace.

STAGE 6 – 5 Day Equalities Course
Workplace Organisers will develop the skills to spot inequality in the workplace and develop techniques to challenge discrimination at all levels. Workplace Organisers will be able to identify key elements of the Equalities Act 2010 and use them to negotiate with employers in developing the equality agenda in the workplace and represent members in such areas as stress, bullying and harassment.

STAGE 7 – 5 Employment Law Course
Essential Employment Law gives Workplace Organisers an overview of the way employment law is structured and implemented within the workplace.

Email invitations will be sent 8 weeks prior to the course so please check junk folders regularly and ensure that we have a valid email address for you.
Once confirmed, you will be sent a letter to give to your employer requesting leave to attend. Please contact the department should you have any queries. Do not turn up to a course without prior confirmation.

Important Additional Information Regarding Expenses

Expenses:	Out-of-pocket expenses will be reimbursed to you, this will be explained during the course
Accommodation:	We will, where appropriate, provide accommodation. This must be agreed in advance prior to any course with your full-time Officer and the Education Department.
Loss of Earnings:	We will compensate any delegate for loss of earnings on the following basis: • If we do not have a recognition agreement and paid leave is not granted. • In such cases prior agreement must be sought from both your GMB full-time Officer and the Education Department • In all cases any claim must be supported with written evidence of loss of earnings from your employer
Child Care:	All child-care claims must be discussed, prior to any course, with your full-time GMB Officer and agreed with the Education Department. Written evidence (i.e. a VAT invoice on official headed paper) must support any claim.