

training & education – by professionals for professionals

The ICCM provides a wide range of training and educational courses designed to meet the requirements of burial and cremation authorities or companies – all delivered by a team of qualified staff with a proven track record in the management of cemeteries and crematoria.



Manual Handling - City & Guilds Accredited

Service specific manual handling courses for crematorium or cemetery operatives and office staff delivered by licensed ICCM instructors. Risk Assessment and Safe Systems Training sessions with cemetery operatives, supervisors and managers covering hazard identification, risk assessment and formulation of safe systems of work for your site and equipment used. This course helps achieve compliance with the Management of Health & Safety at Work Regulations and provides the documentation and training required as evidence.

Customer Care

One day course with the back up of a comprehensive DVD that enables you to compile your own training sessions for your staff therefore reducing costs.

The Transfer Granting and Exercising of Burial Rights

This course identifies the legal documents that are required to effect a transfer of ownership to the person entitled to the rights and what to do should no legal documents be available.

Memorial Management Seminars

Covering both management and operational facets of the discipline and enabling the manager to formulate a strategy, seek funding, create awareness and finally implement a programme for the systematic inspection of memorials and making safe those identified as being hazardous this course follows the principles set out in the ICCM Management of Memorials Guidance.

Cemetery Sexton Training

A course covering the legal aspects relating to the Local Authorities Cemeteries Order 1977 and current health and safety legislation as well as the customer care considerations in respect of both the chapel and committal services.

All the above courses can be arranged directly for individual authorities or companies or on a host basis.



Crematorium Technicians Training Scheme

The Crematorium Technicians Training Scheme (CTTS) can be completed on its own to conform with the requirements of the Process Guidance Notes for Crematoria or as a prelude to the Provision Layout and Management of Crematoria module which is part of the ICCM diploma course. Edexcel has accredited the course to BTEC standard and validates its contents on an annual basis. The course, normally supplied via email, consists of two levels which are worked through at the candidate's own pace. Those with an old CTTS qualification can carry out a conversion to Advanced level.



Cemetery Operatives Training Scheme

Institute officers train, assess and certificate operatives in safe working practice and to encourage a process of thought that will assist with accident prevention, all COTS training takes place either within the mock cemetery that has been established at the Berkshire College of Agriculture or on your site.

Further details, help or advise from Julie Callender at the ICCM National Office on 020 8989 4661 or email julie.callender@iccm-uk.com



BTEC HNC in Cemetery & Crematorium Management

This is the only specialised qualification currently available to those employed within the Burial and Cremation Service. Holding an ICCM Diploma demonstrates not only the possession of a recognised academic qualification, but also recognises an individual's character and commitment to developing his or her own management competencies in a specialised and sensitive field of work. Study is flexible and caters for those that wish to progress to the full Diploma together with those that only want to go as far as the certificate stage or those that only wish to take one module relevant to their particular role which includes **the new Administrative Services unit** recently added specifically for administration staff that gives access to a stand alone, accredited qualification.

'constructed by the institute for the industry'