

# SUMMERHOUSE

'Supporting Brighter Futures'

## Summary Health and Safety Policy

SUMMERHOUSE has an obligation to comply with all statutory requirements under the Health and Safety at Work Act 1974, through the following:-

- The provision of a safe and clean working environment.
- The implementation and maintenance of good working practices that are safe and without risk
- The provision and maintenance of tools and equipment for use both by employees and members so that they are safe and without risk.
- The provision of relevant staff training to reduce levels of risk in their daily work e.g. Use of display screen equipment and manual handling training.

When delivering its work within educational and other youth establishments, SUMMERHOUSE has a duty of care towards its staff and the children and young people it serves in maintaining and promoting their health and safety through the following:-

- Completing a full risk assessment of each room in which it will be delivering its work and reporting significant risks to the relevant health and safety officer for each establishment, prior to commencement of delivery.
- Taking responsibility to make SUMMERHOUSE workers aware of the relevant designated health and safety officer in each centre it delivers its work, together with individual fire and site specific procedures.
- Working with a 'health and safety ethos in mind' at all times.

All SUMMERHOUSE staff, trainees, sessional workers and volunteers have an obligation under the Health and Safety Act 1974 to comply with all safety policies/practices and to take 'all reasonable care' to ensure their own and others safety at work.

Information regarding Health & Safety Law, including guidance on employers' and employees' responsibilities can be found on the Health & Safety Law Poster, located on the back of the kitchen door at 154 Crossway, Plymouth PL7 4JA.

The 'Health & Safety Policy Statement' is held in the Administration drawer in the hallway. All staff will be given awareness training of its contents and will be asked to sign to say they have read and understood the document. It is the responsibility of all SUMMERHOUSE staff to make themselves aware of the statement, cooperate with its guidelines and refer any queries to the designated person responsible for Health and Safety (Penny Logsdail).

Regular consultation will be made with SUMMERHOUSE staff on matters that affect their health and safety.

Regular reviews of the health & safety environment will be undertaken and updates made to risk assessments if necessary.

Policy Created – Tuesday 1 June 2021.

Review Due – June 2022.

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