

Health and Safety Policy

1.1 Introduction

The Company is committed to ensuring, as far as reasonably practicable, the health, safety and welfare of its employees and others that may be affected by its activities.

The Company is committed to the belief that:-

- a) Effective health and safety controls can contribute to the continuing health of employees and the quality of care of the people who use the service;
- b) An effective approach to the prevention of ill health, injury and loss, is one based on the systematic identification and control of risks;
- c) There is a need to develop appropriate organisational structures and a culture which supports risk control and secures the full participation of all employees;
- d) There is a need to scrutinise and review performance so as to learn from experience.

1.2 Policy Objectives

The Company is committed to:-

- a) The prevention of injury and impairment of health of all persons affected by the undertakings of the Company;
- b) The observance of the requirements of the Health & Safety at Work Act 1974 and all other Acts, Regulations and Approved Codes of Practice applicable to the operation of the Company; e.g. The Fire Precautions (Workplace) Regulations 1997, The Control of Substances Hazardous to Health Regulations 1999
- c) Adopting the principles and philosophy of efficient Moving & Handling as detailed in the Manual Operations Regulation 1992 and subsequent updates.
- d) The adoption of safe systems of work and good practice including all efforts to ensure the personal safety of staff while carrying out their duties. Prime responsibility for health and safety lies with the Managing Director and Board of Directors with specific responsibility for hazard spotting and risk assessment being delegated to named individuals. However the objectives of this Policy cannot be met without the full co-operation of all employees who must act responsibly at all times so as not to endanger themselves or others.

2. In recognition of its duties under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR), the Company has instituted a system for reporting accidents, diseases and dangerous occurrences to the Health and Safety Executive, including injury to any trainee, and this is in addition to its statutory duty to keep an Accident Book available for inspection by an inspector of the Health and Safety Executive.

3. In further recognition of its statutory and common law duties, the Company has taken out insurance, with an approved insurer, against liability for death, injury and/or disease suffered by any of its employees and arising out of and in the course of employment, provided only that it was caused by the negligence and/or breach of statutory duty on the part of the Company; such certificate of insurance being prominently displayed so as to be available for inspection at all reasonable times by employees and a health and safety inspector

4. All employees of the company agree, as a term of their contract of employment, to comply with their individual duties under sections 7 & 8 of the Health and Safety at Work Act, reg 12 of the Management of Health and Safety at Work Regulations 1992 and generally co-operate with their Employer so as to enable the Employer to carry out his health and safety duties towards them. Failure to comply with health and safety duties, regulations, works rules and procedures regarding health and safety, on the part of any Employee, may lead to dismissal from employment; in the case of serious breaches, or repeated breaches, such dismissal may be instant without prior warning.

5. Prime responsibility for health and safety lies with the Managing Director(s) of the Company and Board of Directors and the Company regards itself as bound by any acts and/or omissions of the Managing Director(s), any executive director or senior manager, giving rise to liability, provided only that such acts and/or omissions arise out of and in the course of company business, and prosecution of any director or senior manager shall not prevent a further prosecution against the Company.

6. In recognition of its duties under s 6 of the Health and Safety at Work Act and the Consumer Protection Act 1987, towards its Customers, the Company proposes (expressed as a normal term/condition of trade in its terms/Conditions of trade) to always supply machinery and parts which, so far as is reasonably practicable, are safe for normal operational use and free from foreseeable health and hygiene risks to Customers. To that end the company will provide on an on-going basis Customers with such official and trade information, including relevant EU Standards and British Standards, relating to new and existing health and safety risks that may, or indeed, have come to its attention in the normal course of trade, and which can reasonably be obtained from HSE, British Standards Institution and the EU.

7. In recognition of its duties towards the general public and all lawful visitors to the Company's premises, the company regards the extent of its duties as compatible with sections 2 and 5 of the Health and Safety at Work Act and the Occupiers Liability Acts 1957 and 1984. In particular, where visitors are under a statutory duty to wear personal protective clothing, or otherwise to take reasonable precautions for their own health and safety, failure to do so will be regarded as a breach of Company policy, entitling the Company to take such measures as it considers appropriate, including asking the Visitor to leave the premises.

8. This Policy has been prepared in furtherance of s 2 (3) of the Health and Safety at Work Act 1974 and binds all Directors, Managers and Employees, in the interests of Employees and Customers. We request that our Customers and Visitors respect this Policy, a copy of which can be obtained on our website at www.streets-ahead.org.uk or within our office at 19 High Street Hawick.

Responsibility of Individual Employees

Quite apart from any specific responsibilities, which may be delegated to them, all employees must:-

- Familiarise themselves with and conform to Streets Ahead Health and Safety Policy
- Take reasonable care for their own health and safety and for others who may be affected by their acts and omissions
- Not intentionally misuse or interfere with anything provided for occupational health and safety reasons
- Use all machinery, equipment, dangerous substances, transport equipment or safety devices in accordance with any relevant training and instructions
- Wear appropriate protective equipment as required by specific policies and procedures
- Make themselves familiar with the Fire Policy and procedures
- Report all incidents, near misses and damage, whether persons are injured or not, to their supervisor or manager
- Report any defect in plant or equipment, or shortcomings in the existing safety arrangements to their supervisors or manager without delay
- Not undertake any task for which authorisation and training has not been given
- Attend health and safety training when requested to do so
- Co-operate with Streets Ahead as an employer to enable any statutory duty or requirement to be met.