

Shirley Neighbourhood Care Scheme

Health & Safety Policy

Shirley Neighbourhood Care Scheme (SNCS) recognises its duties under current Health and Safety Legislation, and endeavours to meet the requirements of this legislation and maintain a safe and healthy working environment. SNCS staff and volunteers are informed of their responsibilities to ensure they take all reasonable precautions to ensure the safety, health and welfare of those that are likely to be affected by the operation of SNCS business.

Statement of Intent

SNCS recognises the need to make regular assessments of the hazards and risks created in the course of its business and, so far as is reasonably practical, to :

- meet legal obligations to maintain safe and healthy working conditions
- provide adequate control of the health and safety risks identified
- ensure adequate arising from work activities, on work premises and outside the community. This includes communication with SNCS service users and volunteers
- consult with employees and volunteers on matters affecting their health and safety
- provide and maintain safe equipment
- provide information, instruction and training where necessary, taking account of any who do not have English as a first language or have a disability
- ensure that staff and volunteers are competent to do their work, and to give them appropriate training
- provide, as a minimum, 'generic' risk assessment for all common tasks engaged in by employees and volunteers where risk is involved and potential danger has been identified
- prevent accidents and cases of work related ill-health
- actively manage and supervise health and safety at work
- have access to competent advice
- seek continuous improvement in SNCS health and safety performance and management through regular (at least annual) review and revision of this policy; and
- provide the resource required to make this policy and health and safety arrangements effective.


Responsibilities for health and safety

The Chair of the Board of Trustees for SNCS is responsible for health and safety within the work of SNCS. The SNCS Office Manager is the SNCS nominated responsible officer.

Arrangements for Health and Safety

SNCS will ensure employees and volunteers recognise their duties under Health and Safety legislation whilst at work / acting in a voluntary capacity and inform them of their duty to take reasonable care for themselves and others who might be affected by their activities. Regular risk assessments of the hazards and risks created in the course of its business will be carried out to ensure a safe and healthy environment.

This Policy was approved by the Trustees :

Signed 

Name..... JOYCE BAXTER CHAIRMAN..... Date..... 12/1/22.....

Review Date : One year from date of approval.