

Health and Safety Policy Statement

September 2018

1. Introduction

Life In Action aims to create a safe working environment for our staff and those we work with. We have policies and procedures in place to monitor and learn from any mistakes we make and to constantly learn from them. We will provide staff and workers including volunteers with the necessary training and support to comply with the Health and Safety policy we set out. We have also taken the opportunity during the Covid-19 pandemic to ensure our clinic stays safe and is compliant during times such as these. Further details of our measures can be found on the policies and procedures page.

2. Policy Aims

It is Life In Action policy to:

- a) adequately control the health and safety risks that arise from its work activities.
- b) provide and maintain safe and healthy working conditions, equipment and systems of work for all staff and customers; and
- c) provide the necessary resources, information, instruction, training and supervision to achieve this policy.

As a minimum Life In Action Ltd will comply with health and safety laws and will use UK legislation as the base for minimum standards and good practice.

To this Life In Action Ltd will, as a minimum, comply fully with the requirements of the Health and Safety at Work etc. Act 1974 and all other relevant UK legislation, recognised codes of practice and other appropriate guidance.

3. Policy Implementation

3.1. General Health and Safety Responsibilities

It requires effective management and the combined efforts of all those who work for Life In Action Ltd to achieve this policy. This includes staff, consultants and any volunteers we may have working with us. Consequently the following responsibilities have been established:

- a) The overall responsibility for health and safety within Life In Action Ltd rests with the Directors. We have allocated the primary responsibility for devising, implementing and maintaining this policy to **the Health and Safety Advisor**.
- b) The **Directors** are responsible for the effective implementation of this policy throughout the company.
- c) **Line Managers** at all levels are accountable to their Directors for the day-to-day implementation of this policy. They are responsible for the health and safety of anyone who may be affected by the business activities under their control.
- d) **Every person** who works for Life In Action Ltd in any capacity, including its contractors and volunteers, is responsible for:
 - taking reasonable care of themselves and of anyone else who may be affected by their work activities.

- co-operating with the company to achieve appropriate standards of health and safety.
- reporting any serious health and safety concerns that they are unable to resolve to the appropriate manager; and
- complying with their legal duties.

Further details about these health and safety responsibilities and Life In Action Ltd health and safety management structure are detailed in the **company structure documents**

3.2. Policy Implementation Arrangements

The arrangements required to implement, monitor and review this corporate health and safety policy can be accessed via the organisations website www.lifeinaction.co.uk/policies or hard copies can be obtained from line managers.

Where Life In Action Ltd operates any of its business within its shared offices the health and safety policies of such offices should be followed and maintained.

Life In Action Ltd will ensure that arrangements are in place to allow communication and consultation on health and safety matters throughout the organisation, including consultation and discussion on an annual basis with all its employees and we will review and learn from any incidents as they arise but also at our annual review.

All staff and volunteers as well as independent practitioners will be trained on our procedures to ensure they remain safe at all times.

Jason Bloomfield, Director

Updated 1st March 2020