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| Policy Name | Health & Safety Policy |
| Version No. | 6 |
| Approval Date | December 2017 |
| Category | CEO - Corporate |
| Classification | Internal |

| HEALTH & SAFETY POLICY | |
|-----------------------------------|---|
| Author | Company Secretary |
| Contributors | H&S Facilitator, Facilities Manager, MD Retail, Customer Services Manager, Volunteer Lead, Training & Development Manager |
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| Latest Review Date | December 2017 |
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| Next Review Date | December 2018 |

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Version Control

| Version | Date | Description | Updated By | Approved By |
|---------|----------|--|------------|----------------------|
| 6 | Oct 2017 | First draft in new format | Vikki Hall | |
| 6 | Nov 2017 | Revised draft for ELT approval | Vikki Hall | ELT |
| 6 | Nov 2017 | No changes | Vikki Hall | Operations Committee |
| 6 | Dec 2017 | Minor change requested by Operations Committee | Vikki Hall | Board of Trustees |

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1. Policy Purpose & Aim

The ExtraCare Charitable Trust (ECCT) is committed to ensuring the health, safety and welfare of our employees (including permanent, relief, agency and temporary staff), residents, volunteers, contractors, customers and other visitors as far as is reasonably practicable.

ECCT recognises health and safety as a major risk to the delivery of its strategic objectives and the aim of this policy is to set out how ECCT will manage health and safety working in partnership with all staff, volunteers, residents and contractors to deliver a safe and healthy environment in which to live and work.

2. Objectives

The objectives of this policy are to:

- ensure that health and safety is managed as an integral part of ECCT's activities so that that it is considered as part of every decision;
- ensure our villages and schemes are safe and healthy whilst providing real and meaningful activities for residents;
- reduce the risk of work-related ill-health or injuries to staff, volunteers, residents and all who visit our locations; and
- comply with all legal and regulatory requirements relating to health and safety.

3. Scope of Policy

This policy applies to every ECCT employee, resident, volunteer, visitor, contractor and partner organisation and covers all locations owned, managed or under development by ECCT, including villages, schemes, charity shops and Head Office. ECCT will work with its partners to ensure that the health, safety and welfare of everyone involved or affected by its activities are safeguarded as far as is reasonably practicable.

For the avoidance of doubt this policy also applies to ExtraCare Retail Limited.

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4. Responsibilities

All Trustees, employees, volunteers, contractors and sub-contractors, visitors and residents have legal duties and responsibilities to comply with health and safety requirements and the rules and regulations set out by ECCT. Detailed responsibilities are set out below.

4.1 Board of Trustees

The Board of Trustees of ECCT acknowledges that it has ultimate responsibility for the health, safety and welfare of all ECCT's employees, residents, volunteers, contractors, customers and other visitors. The Board will:

- ensure that there is an effective policy for health and safety which will be an integral part of ECCT's culture, of its values and performance standards;
- ensure all strategic decisions reflect ECCT's health and safety intentions, as stated in the health and safety policy statement; and
- review the health and safety policy on an annual basis.

Whilst remaining accountable for health and safety, the Board has delegated its oversight responsibilities to its Board Committees as set out below

The **Audit & Assurance Committee** provides oversight of the ECCT's internal control arrangements and risk management framework seeking assurance that these are effective, efficient and economic in managing risk, embedded in the culture of the organisation and subject to a sufficient and systematic review. ECCT's health and safety management system forms part of its internal control arrangements and is therefore subject to the general oversight of this Committee by means of internal audit and review of the corporate risk register.

The **Development Committee** seeks assurance that ECCT's development, sales and commissioning activities comply with all relevant legislative and regulatory requirements, including health & safety, and that risk in these areas is effectively managed. Specifically, the Development Committee shall:-

- keep under review arrangements to ensure that the Trust meets its obligations under the Construction Design & Management Regulations 2015 in the development of new villages and the refurbishment of existing villages and schemes; and
- keep under review the commissioning process for each new village to ensure that all legislative and regulatory requirements have been identified and met in a timely fashion.

The **Operations Committee** seeks assurance that ECCT's activities at its schemes and villages comply with all relevant legislative and regulatory requirements, including health & safety, and that risk in these areas is effectively managed. Specifically, the Operations Committee shall:-

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- keep under review regulatory activity and make recommendations as to any further areas for management action;
- keep under review all health and safety arrangements and other applicable statutory requirements that support overall health and safety, and monitor policy and legislative compliance; and
- keep abreast of new health and safety legislation and consider proposals for effective implementation.

The **Fundraising, Research & Advocacy Committee** seeks assurance that ExtraCare Retail Limited is complying its legal obligations and that risk in is effectively managed. In particular, that the health, safety and welfare of those who may be affected by its retail activities is ensured as far a reasonably practicable.

4.2 Chief Executive

The Board of Trustees have delegated day to day operational responsibility for health & safety to the Chief Executive. The Chief Executive is appointed as the “health and safety director” and will:-

- ensure ECCT’s Health & Safety Policy has been prepared and effectively implemented and monitored. He will ensure the Policy is revised and updated at regular intervals.
- ensure sufficient financial provisions are allocated for the implementation of the Health & Safety Policy and for matters arising that affect the health, safety and welfare of our residents, volunteers, employees and other relevant parties;
- ensure that the ELT fulfil their responsibilities in relation to health and safety matters, and that responsibilities for health & safety has been properly assigned and are accepted and understood throughout ECCT;
- ensure the Health & Safety Policy is being strictly adhered to and will take the appropriate action when required to ensure the health, safety and welfare of employees, residents, volunteers, contractors, customers and other visitors are not compromised; and
- ensure that consultation with employees and other relevant parties takes place on any matters that is in the pursuance of improving their awareness of health & safety at work; and that
- keep the Board up to date on any significant issues affecting health and safety.

4.3 Executive Leadership Team (ELT)

Executive Directors will take the lead in ensuring the communication of health and safety duties and benefits throughout the organisation. They will:

- accept formally and publicly their individual role in providing health and safety leadership of ECCT;
- ensure all operational decisions reflect ECCT’s health and safety intentions, as stated in the health and safety policy statement;

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- recognise their role in engaging the active participation of staff in improving health & safety.
- ensure that they are kept informed of, and alert to, relevant health and safety risk management issues;
- receive and discuss recommendations supplied by the Competent Person(s); and
- ensure appropriate reporting to the relevant Board Committee.

4.4 Competent Person

The Health & Safety Facilitator has been appointed as ECCT's competent person in accordance with Regulation 7 of the Management of Health and Safety at Work Regulations 1999 to assist in undertaking the measures required to comply with the requirements imposed by health & safety and to assist in the further development of the occupational health and safety management system.

The Competent Person(s) will be responsible as follows:

- to review the Health & Safety Policy and structure of the Safety, Health & Environment (SHE) Plan on a regular basis;
- to advise ECCT of changes and developments in health and safety legislation;
- to bring to the attention of the Chief Executive and ELT any concerns relating to the health and safety management system or any recommended improvements;
- to advise on risk assessments;
- to advise on accidents and any subsequent investigation; and
- to advise on monitoring processes to ensure continued improvement in the organisation's management of health & safety.

4.5 Facilities Team

The Facilities Team supports Head Office and all villages and schemes with regard to the following issues listed below.

- to ensure compliance with legal requirements relating to buildings, fixtures and fittings and work equipment; including:
 - Gas Safety
 - Legionella & Water Safety
 - Fire Safety
 - Lift / Lifting Equipment Safety
 - Asbestos
 - Electrical Safety (including portable appliance testing (PAT) and fixed wire testing)
 - Radon Monitoring
- to co-ordinate a routine preventative maintenance programme;

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- to manage the relationship with contractors to ensure that all contractors are made aware of any health and safety requirements of ECCT and are properly accredited and qualified for the job. Contractors managed by the Facilities Department include, without limitation, heating & ventilation, grounds maintenance, window cleaning and pest control;
- to liaise with housing partners and their agents relating to property-related health and safety issues; and
- to ensure that lease obligations relating to health and safety are complied with.

Retail work with their own specific contractors to ensure that charity shop premises meet all legal requirements and are safely fitted out and maintained. Advice and support to Retail is provided by the Facilities Team upon request.

4.6 Training & Development Team

The Training & Development Team provides organisation-wide support in the following health and safety related matters:

- to provide support and advice on staff welfare issues, including work-related stress, violence at work, and other occupational health issues;
- to review ECCT training packages regularly to ensure that the health & safety elements reflect current legislation, policies and procedures; and
- to provide training on specific topics and for specific groups of staff and volunteers as required.

4.7 Development Team

The Development and Construction Team is responsible for appointing and managing consultants and contractors who design, plan and build new ECCT villages; including architects, employer’s agents and the main construction contractor. The Development and Construction Team is therefore responsible for discharging ECCT’s legal “client duties” under the Construction Design & Management Regulations 2015 (CDM) to ensure the health and safety of all who may be affected by the construction work, including members of the public.

The Development and Construction Team has overall responsibility for the successful management of development and construction projects. This includes ensuring that:

- other “duty holders” are appointed as required by CDM and have the appropriate skills, knowledge, experience and organisational capacity to meet their duties;
- other “duty holders” are provided with relevant information and carry out their duties,
- sufficient time and resources are allocated to the project, and
- welfare facilities are provided.

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Retail work with an external consultant to ensure that any shop fitting works for which they are responsible are carried out in accordance with CDM Regulations.

4.8 The Commissioning Team

The Commissioning Team is responsible for coordinating the implementation of ECCT's Health and Safety Policy at new villages, ensuring that new village operations are undertaken in such a manner as to ensure, so far as is reasonably practicable, the health, safety, and welfare of all employees and others who may be affected by new village operations.

The Commissioning Team will:

- ensure ECCT's Health & Safety Policy is accessible and that all employees, contractors and temporary workers are made aware of their responsibility;
- ensure that all new Village Managers and employees understand and fulfill their personal responsibilities with regards to health and safety legislation and ECCT's Health & Safety Policy and procedures, receive adequate and appropriate induction training as may be laid down in procedures and are issued with personal protective equipment as required.
- ensure adequate budget and resources are in place to meet the requirements of ECCT policies and procedures and legislative and regulatory requirements;
- ensure that statutory notices, ECCT's Health & Safety Policy, Employers' Liability Insurance Certificate and the names of appointed first aiders are displayed and maintained in prominent locations;
- ensure that notification and reporting procedures are implemented to meet both statutory and ECCT requirements; and
- regularly monitor and review the management of health and safety in new village operations and discuss any policy or procedure improvements with the Competent Person.

4.9 All Managers

These broad general responsibilities apply to all ECCT employees who are designated as managers by virtue of their job title, contract of employment and / or who are directly supervising other employees or volunteers.

Customer Services Managers (Schemes & Villages) and Regional Managers (Shops) have specific additional responsibilities, as do Location Managers (Schemes & Villages) and Shops Managers (Shops). Further details are contained in the respective SHE Plans / Charts.

In addition, all managers have individual responsibilities as an employee of ECCT, as detailed below:

- to accept an individual role in providing health & safety leadership for their area of responsibility;

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- to ensure all decisions reflect ECCT’s health & safety intentions, as stated in the Health and Safety Policy;
- to ensure that their staff and volunteers are aware of their responsibilities for health & safety and support them in fulfilling them;
- to ensure that a copy of the Health & Safety Policy is available and is brought to the notice of all staff and volunteers;
- to ensure that all health & safety requirements are observed in areas under their control and that breaches are investigated and remedial action taken as necessary;
- to ensure that all staff and volunteers are fully trained in relevant health & safety matters;
- to ensure that all staff and volunteers follow all health & safety procedures;
- to ensure that buildings, fixtures and fittings and work equipment, in areas under their control, are in safe working order and that any concerns or defects are promptly reported to the appropriate person; and
- to bring to the attention of their immediate line manager and / or Competent Person any health & safety related concerns.

4.10 All Staff and Volunteers

In accordance with section 7 of the Health & Safety at Work etc. Act 1974, every employee has a legal duty while at work to take reasonable care for the health & safety of themselves and of other persons who may be affected by their acts or omissions at work; and to co-operate with their employer in following health & safety requirements.

ECCT requires all its employees and volunteers:

- to help maintain a high standard of health & safety at Head Office, all villages, schemes, and shops by ensuring they do nothing either by their acts or omissions to endanger themselves or others, whilst at work;
- to co-operate with their managers in complying with health & safety legislation, policy and procedures;
- to ensure they are familiar with all relevant risk assessments and any other policies, rules or procedures that have been brought to their attention and to comply with them in all respects and at all times;
- to bring to the direct notice of management, any safety hazard or unsafe practice they have noticed and any relevant suggestions they may have on health & safety matters;
- to use work equipment (including safety equipment and devices) only in accordance with instructions and or training received;
- to carry out their duties in a safe manner, taking into account the findings of risk assessments, safe systems of work, information, instruction and training provided;

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- to notify their manager without delay in the event of an accident or incident (including near misses) or work-related ill health; and
- to attend all statutory or mandatory health and safety training and identify any further training requirements.

5. Monitoring & Review

The success of this policy in delivering its aims and ensuring that ECCT complies with health & safety legislation will be monitored by ECCT.

Health & safety will be subject to existing scrutiny and oversight processes including day to day supervision and line management control.

Staff are responsible for carrying out daily monitoring whilst completing their day to day jobs. Any defects or processes not being followed are to be reported immediately to the most senior person in charge at the location.

Managers are responsible for monthly monitoring and reporting via Balanced Score Cards and Management Report Matrix (villages & schemes only) and the monthly SHE Plan audit.

The Health & Safety Facilitator will carry out an annual Base Line SHE Plan Audit.

The Competent Persons will monitor and review health and safety issues, including accident and incident trends, liability claims, and EHO inspection reports to identify recurring incidents and areas of risk. The review process will be used to identify requirements for new or modified arrangements, to update the Corporate Risk Register, update training and instructions and to identify any other relevant controls.

Health & safety issues will also be monitored through Manager Assurance Statements, CSM / Head of department review and oversight of location / department risk registers, ELT review and independent review by internal audit and oversight by the relevant Board Committee.

This policy will be subject to a full review annually.

6. Risk Management

The Board of Trustees have identified health and safety and a breach of legislative and regulatory requirement as corporate risks, for which they have a low tolerance (appetite). Accidents and incidents not only represent a risk to individual safety, but a financial and reputational risk for the

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Trust. Compliance with this policy and related documents both reduces the risk of an accident and also ensures that the Trust meets its legislative and regulatory obligations.

7. Statement of Commitment

ECCT is committed to ensuring the health, safety and welfare of our employees (including permanent, relief, agency and temporary staff), residents, volunteers, contractors, customers and other visitors as far as reasonably practicable.

ECCT will adopt a rational and proportionate common sense approach to health and safety, acknowledging that risk cannot be fully eliminated and seeking a balance between reasonable precautions and enabling residents to maintain their independence whilst offering opportunities to undertake inherently risky but real and meaningful activities as part of maintaining a high quality of life in an inspirational, activity based community.

7.1 Working in partnership

ECCT recognises the essential value of co-operation and collaboration in promoting a health and safety culture within the business with a view to improving health and safety standards.

ECCT is committed to involving staff, volunteers and residents in the process of risk reduction and their co-operation is very important. Employees, volunteers and residents play an important role in helping to identify problems and are responsible for raising any concerns.

ECCT will work in partnership and co-operate and co-ordinate with third parties whilst working on the same site. In particular this includes where ECCT manages the location as an agent for a housing partner where specific requirements may be set out in the contract and when working with contractors or organisations hiring ECCT's premises.

7.2 Risk assessments & controls

ECCT will ensure that suitable and sufficient risk assessments are carried out which cover all aspects of the work place, activity and staffing.

Specific and individual risk assessments will be carried out for "vulnerable" staff or volunteers such as people with a disability, those with a medical condition, or staff who do not speak English as a first language to ensure that appropriate controls are identified to prevent, so far as is reasonably practicable, risk of injury or ill health. Individual resident risk assessments are carried out as part of the care planning process – further details are set out in the Quality Care Delivery Manual.

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All risk assessments will be reviewed at least annually and sooner in the event of an accident, change in activity, equipment or other change of circumstance. Risk assessments will be retained for three years.

ECCT will ensure that appropriate control measures are implemented following risk assessments to effectively manage the risk, including where appropriate, safety signs and personal protective equipment.

ECCT will ensure that detailed work instructions are developed, as necessary, which set out ECCT's safe systems of work. Work instructions provide detailed instructions on ECCT procedures and must be followed.

7.3 Information, instruction, supervision and training

ECCT will ensure that all staff, volunteers, residents, visitors and contractors understand their roles and responsibilities and receive appropriate information, instruction, supervision and training in order to ensure their health and safety.

7.4 Working environment

ECCT will ensure that welfare amenity provisions e.g. sanitation, hand washing, showering facilities, clothing storage, drinking water and facilities for taking meals, are provided and properly maintained in all work locations.

ECCT will ensure that work equipment is suitable for its purpose, adequately maintained and that those using it are competent to do so.

7.5 Accident and incident reporting

ECCT requires all accidents and incidents (near misses) to be reported without delay using the ECCT Accident / Incident Report. This is not only to comply with legal requirements, but so that ECCT can identify trends and make improvements to reduce the risk of similar accidents / incidents occurring in the future.

Village and scheme managers must ensure that local reporting arrangements are in place and communicated to all to cover accidents and incidents on a 24/7 basis ("Person in Charge").

ECCT requires all accidents and incidents to be investigated to identify a root cause so that remedial action, if any, is identified and implemented.

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7.6 Environmental Health Officer (EHOs)/ Health and Safety Executive (HSE) Inspectors

Local authority EHOs or HSE officers (enforcement officers) may inspect ECCT premises at any time to check that ECCT is meeting its legal duties in relation to health and safety. ECCT will co-operate transparently and fully with all enforcement officers.

All EHO\HSE visits, follow up letters or other communication must be reported, without delay, to the Health & Safety Facilitator.

8. Other Relevant ECCT Policies & Documents

| | | |
|--------------------|------------------------------|---|
| General | | <ul style="list-style-type: none"> • Risk Management Policy • Whistleblowing Policy • Data Protection Policy • Records Management Policy |
| Safety Processes | Records & Checks | <ul style="list-style-type: none"> • (Location) Safety, Health & Environmental Plan (SHE Plan) • Carrying Out Statutory Checks - Work Instruction |
| | Information & Training | <ul style="list-style-type: none"> • Induction Policy • Training and Development Policy • Health & Safety General – Work Instruction |
| | Risk Assessments | <ul style="list-style-type: none"> • Risk Assessment Process Work Instruction |
| | Accidents | <ul style="list-style-type: none"> • Accident / Incident Reporting Work Instruction • Completing an Accident / Incident Report Form Work Instruction • RIDDOR Reporting Work Instruction • Accident / Incident Investigation Work Instruction |
| | First aid | <ul style="list-style-type: none"> • First Aid Provisions Work Instruction • Automatic External Defibrillator Policy |
| | Incident Planning & Response | <ul style="list-style-type: none"> • Dealing with Death Policy • Risk Assurance and Escalation of Major Incidents |
| Tasks & Activities | Driving at work | <ul style="list-style-type: none"> • Driving at Work Policy * |
| | Moving and handling | <ul style="list-style-type: none"> • Moving & Handling Policy |
| | Resident activities | <ul style="list-style-type: none"> • Activities Policy |
| | Gym & spa safety | <ul style="list-style-type: none"> • Gym Facilities Policy |
| | Woodwork room safety | <ul style="list-style-type: none"> • Hobby/Woodwork Room Work Instruction |
| | Garden safety | <ul style="list-style-type: none"> • Use of Greenhouse Work Instruction |
| | Food safety | <ul style="list-style-type: none"> • Catering Facility Policy • Food and Beverage Management Policy • Bar Management Policy |

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| | | <ul style="list-style-type: none"> • Bar Management Work Instruction • Cleaning of Beer Lines • Personal Hygiene and Kitchen Hospitality Work Instruction |
| | Cleaning & laundry | <ul style="list-style-type: none"> • Cleaning Communal Areas Work Instruction • Use, Maintenance and Repair of Cleaning Equipment Work Instruction • Cleaning Schedule Work Instruction (for housekeepers) • Use, Maintenance and Repair of Laundry Equipment Work Instruction • Laundry Service Work Instruction • Health & Safety for Housekeeping Work Instruction |
| | Repairs and maintenance | <ul style="list-style-type: none"> • Responsive Repairs (inc Handyman) Policy |
| | Lifting equipment & operations | <ul style="list-style-type: none"> • Moving and Handling Policy |
| Hazards | Lone working | <ul style="list-style-type: none"> • Lone Workers Policy |
| | Display screen equipment | <ul style="list-style-type: none"> • Display Screen Equipment Policy* |
| | Work-related stress | <ul style="list-style-type: none"> • Stress at Work Policy |
| | Work-related violence | <ul style="list-style-type: none"> • Anti-Social Behaviour Policy |
| | COSHH | <ul style="list-style-type: none"> • COSHH Work Instruction |
| | Infection control | <ul style="list-style-type: none"> • Infection Prevention & Control Policy • Infection Control Work Instruction |
| | Window safety | <ul style="list-style-type: none"> • Window Restrictors Work Instruction |
| | Fire safety | <ul style="list-style-type: none"> • Fire Safety Policy |
| | Smoking | <ul style="list-style-type: none"> • Smoking at Locations Work Instruction • Register of Smokers at Risk of Fire • Completing a Smoking Risk Assessment Work Instruction |
| | Electrical Safety | <ul style="list-style-type: none"> • Electrical Safety Policy* |
| | Gas Safety | <ul style="list-style-type: none"> • Gas Servicing Policy • Use & Storage of Gas Cylinders - Work Instruction* • Using Oxygen Safely (Management of Medication QCDM) • Medical Gases Work Instruction |
| | Asbestos | <ul style="list-style-type: none"> • Managing asbestos in Buildings Work Instruction |
| | Radon | <ul style="list-style-type: none"> • Radon Work Instruction* |
| Legionella | <ul style="list-style-type: none"> • Control of Legionella Bacteria Policy | |
| Adverse weather | <ul style="list-style-type: none"> • Adverse Weather Policy | |

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| | | <ul style="list-style-type: none"> Adverse Weather Conditions Work Instruction |
| | Pest control | <ul style="list-style-type: none"> Pest Control Policy |
| | Waste control | <ul style="list-style-type: none"> Waste Disposal Work Instruction Clinical Waste Work Instruction |
| | Working at height | <ul style="list-style-type: none"> Safe use of ladders and step ladders – what we need to do in locations Ladders – detailed inspection checklist Permit to Work System – Work Instruction* |
| | Mobility Scooters | <ul style="list-style-type: none"> Managing Mobility Aids Policy Use, Maintenance & Storage of Mobility Aids work Instruction |
| | Furniture etc | <ul style="list-style-type: none"> Furniture, Fixtures and Equipment Design Specification Policy |
| | Hot Works | <ul style="list-style-type: none"> Permit to Work System – Work Instruction* |
| People | Contractors | <ul style="list-style-type: none"> Contractor Control Work Instruction* |
| | Visitors | <ul style="list-style-type: none"> Welcome to Visitors Work Instruction |
| | Volunteers | <ul style="list-style-type: none"> Volunteering Strategy & Policy |
| | Children & young People | <ul style="list-style-type: none"> Volunteering Strategy & Policy Involving young people as volunteers within ECCT guidance Young person’s risk assessment tool |
| | New & expectant mothers | <ul style="list-style-type: none"> Family Friendly Policy |
| | Other vulnerable staff / volunteers | <ul style="list-style-type: none"> Employee / volunteer individual risk assessment |
| | Agency & relief staff | <ul style="list-style-type: none"> Agency Worker Regulations Policy |
| | EHO visits | <ul style="list-style-type: none"> Enforcement Visits Work Instruction |

* Documents in red – to be drafted

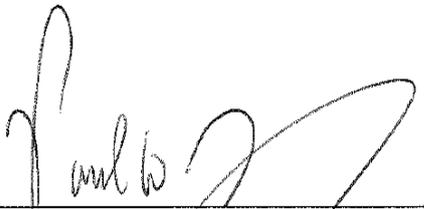
9. Relevant Legislative & Regulatory Requirements

| Legislation |
|---|
| The Health and Safety at Work Act 1974 |
| The Management of Health and Safety at Work Regulations 1999 |
| Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 |
| Confined Spaces Regulations 1997 |
| Construction Design and Management Regulations 2015 |
| Control of Asbestos Regulations 2012 |
| Control of Noise at Work Regulations 2005 |
| Control of Substances Hazardous to Health (COSHH) 2002 |
| Control of Vibration at Works regulations 2005 |
| Electricity at Work Regulations 1989 |

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| Gas Safety (installation and Use) Regulations 1998 |
| H&S (Consultation with Employees) Regulations 1996 |
| H&S (Display Screen Equipment) Regulations 1992 |
| H&S (First Aid) Regulations 1981 |
| H&S (Safety Signs & Signals) Regulations 1996 |
| Lifting Operations & Lifting Equipment Regulations 1998 |
| Manual Handling Operations Regulations 1992 |
| Personal Protective Equipment at Work Regulations 1992 |
| Provision & Use of Work Equipment Regulations 1998 |
| Work at Height Regulations 2005 |
| Workplace (Health, Safety & Welfare Regulations) 1992 |
| Food Safety Act 1990 |
| General Food Regulations 2004 |
| Food Hygiene Regulations 2006 |
| EU Food Information for Consumers Regulations 2011 |
| Occupiers Liability Act 1957 & 1984 |
| Guidance |
| Guidance on the above & other health and safety issues is available from the HSE's website: www.hse.gov.uk |
| Regulation |
| HCA Standards (especially Governance & Financial Viability Standard & Home Standard) CQC Fundamental Standards |

This policy has been produced in line with appropriate levels of governance and has been approved by



Paul Jennings
Chair of Trustees



Mick Laverty
Chief Executive