

# STYLES HOUSE HEALTH AND SAFETY POLICY

## POLICY OVERVIEW

### 1.1 Aims

- Demonstrate the statutory requirements to provide comprehensive information, which relate to site visits and lone working.
- Ensure staff who are most at risk, are aware of the procedures and safe systems of work.

### 1.2 Statutory Requirements

- The Health & Safety at Work, etc. Act 1974, places duties on employers to ensure, so far as is reasonably practicable, that workers are safe and without risks to health.
- Under the Management of Health and Safety at Work Regulations 1999, section 3(1) employers must make a suitable and sufficient risk assessment of:

(a) the risks to the health and safety of his/ her employees to which they are exposed whilst they are at work;

(b) the risks to the health and safety of persons not in his/her employment arising out of, or in connection with, the conduct by them of his/her undertaking.

The Workplace (Health, Safety & Welfare) Regulations 1992 place a duty on employers to provide a safe and healthy workplace in terms of adequate ventilation, lighting, cleanliness, free from obstructions, falling objects, etc.

## 2 PROCEDURE

### 2.1 Responsible Person

The TMO manager will be the “responsible person”. Duties of the responsible person are to:

- provide the board with regular monitoring reports regarding the position of the risk assessments.
- produce risk assessments
- ensuring that appropriate risk assessments are carried out.
- staff and board receive adequate training and information regarding the correct reporting procedures and other safe system of work.

### 2.2 Employee’s responsibilities

Staff employed by the TMO must:

- inform the board of any perceived shortcomings in health and safety arrangements.
- ensure that they take reasonable care of themselves and of any other persons who may be affected by their acts or omissions at work.
- ensure they participate in the correct reporting procedures.
- wear any protective equipment provided for them.