

## **STAGESAFE - COMMITMENT TO HEALTH AND SAFETY.**

Chris Hannam, the proprietor of STAGESAFE and currently a sole trader with no employees, has created a health and safety policy in accordance with the Health and Safety at Work etc Act 1974. This policy is in part a statement of intent for if and when I have employees; however certain Health and Safety areas are already fully operational.

STAGESAFE statement of general policy is:

- To provide adequate control of the health and safety risks arising from work activities.
- To consult with employees (*if and when I recruit*) on matters affecting their health and safety.
- To provide and maintain safe plant and equipment.
- To provide information, instruction and supervision for employees. (*if and when I recruit*)
- To ensure that all employees are competent to do their tasks and to give them adequate training.
- To prevent accidents and cases of work related ill health.
- To maintain safe and healthy working conditions.
- To review and revise this policy as necessary at regular intervals.

### **RESPONSIBILITIES**

Chris Hannam has overall and final responsibility for health and safety.

All employees (if and when recruited) have to:

- Co-operate with supervisors and managers on health & safety matters.
- Not interfere with anything provided to safeguard their health and safety.
- Take reasonable care of their own health and safety and anyone who may be affected by their acts or omissions.
- Report all health and safety concerns to Chris Hannam.

### **HEALTH AND SAFETY RISKS ARISING FROM WORK ACTIVITIES**

Risk assessments will be under taken by Chris Hannam.

PPE will be provided free of charge to all employees if required by the outcomes of risk assessments. Training in the correct use of PPE will also be provided.

### **INFORMATION, INSTRUCTION, TRAINING & SUPERVISION**

*(This is a statement of intent)*

- The Health and safety law poster and our current Employers Liability Insurance will be displayed in the office and policies and leaflets will be provided to any new employees (if and when recruited).
- Employees will also be advised that health and safety information is also available online.
- Full training will be provided to all employees.

- Supervision of young workers/trainees will be arranged/undertaken and monitored by Chris Hannam.

### **COMPETENCY FOR TASKS AND TRAINING**

*(This is a statement of intent)*

- Induction training will be provided for all employees by Chris Hannam.
- Training records will be kept and monitored by Chris Hannam.

### **ACCIDENTS, FIRST AID AND WORK RELATED ILL HEALTH**

- A First Aid Box is located in Chris Hannam's office and in the boot of his car..
- The qualified First Aider is Chris Hannam.
- All accidents and cases of work related ill health will be recorded and kept by Chris Hannam.

Chris Hannam is responsible for reporting accidents, diseases and dangerous occurrences to the enforcing authority.

### **MONITORING**

To check working conditions and ensure safe working practice I will:

- Carry out Spot checks.
- Investigate accidents
- Check correct usage of computer and desk.

Chris Hannam is responsible for investigating accidents, work related causes of sickness absences and for acting on investigation findings to prevent recurrence

- Chris Hannam currently self-monitors.

### **EMERGENCY PROCEDURES, FIRE AND EVACUATION**

Chris Hannam is responsible for ensuring the fire risk assessment is undertaken and implemented

- Escape routes are checked by Chris Hannam.
- Alarms are tested by Chris Hannam and batteries changed immediately low battery signal alarm sounds.
- Fire Extinguishers are regularly tested and inspected.

*Signed*

*C. Hannam.*

**Chris Hannam FIIRSM, Grad IOSH, AMIIAI.**