

HEALTH & SAFETY POLICY

General Statement of Intent

This document is the Health & Safety Policy of Rural Education & Arts Project. This policy runs alongside the existing Policies of REAP.

Our policy is to maintain safe and healthy working conditions, equipment and systems of work for all our employees, volunteers, members and participants and to provide all such training and information as is necessary. We also accept responsibility for the health and safety for all other people who may be affected by our activities.

This policy will be reviewed at least once a year, and any necessary changes will be made.

We recognise that:

Health and Safety can contribute to the overall business performance of the organisation. REAP recognises that it has the responsibility under the Health & Safety at Work Act 1974 to take all reasonable steps to achieve these aims.

Our Objectives are:

- To provide and maintain a safe and healthy workplace, which is clean, tidy and free from risk including a safe means of entry and exit.
- Ensure the proper maintenance of places of work and equipment.
- Ensure safe measures of using, handling, storing and transport of articles and substances.
- Maintain safe systems of work and a safe working environment to ensure the health and safety of employees and members of the public at all times.
- Provide adequate information, supervision and training to ensure the health and safety of all employees at work.
- Ensure that all employees are aware of their individual responsibilities by providing written instructions as necessary to ensure awareness of correct and safe methods of operation.
- Provide safe systems of work with which employees have a duty to co-operate to enable their employer to comply with statutory duties, with particular reference to lifting and handling techniques and a Risk Assessment process.
- Ensure accurate and immediate reporting and investigation of accidents.
- Ensure all employees co-operate with the REAP Health & Safety Policy.

Employees and sub-contractors have a duty to:

- Look after themselves and others by not acting in an unsafe manner.
- Co-operate with REAP on matters of Health & Safety.

A policy of continual monitoring of hazards of the workplace will operate. The advice given on necessary precautions will be regularly re-assessed and revised as necessary in the light of changing legislation and/or working practices.

A safe and healthy workplace is usually a good workplace to be in. In order to secure this we must all play our part. Our success depends upon the co-operation and support of every member of the REAP team. This policy statement sets out how this can be achieved through clear allocation of responsibilities, encouraging the co-operation of all employees and associates, securing effective communication and ensuring competence backed up by regular review.

Every member of staff is bound by this policy and is expected to help achieve its aims.