

# Wye Dean Wellbeing CIC

## Health and Safety Policy

V3

8 June 2023



# Wye Dean Wellbeing

The CIC is committed to meeting its duty to ensure, as far as is reasonably practicable, the health, safety and welfare at work of all its volunteers and employees is of utmost importance.

## We aim to

- Ensure that any partner service provider/community organisations/voluntary group or third parties are fully briefed and provided with relevant Risk Assessments.
- Ensure that all mentoring and coaching meetings are conducted in public locations (e.g. cafes, business hubs, college location etc) and where and meetings may take place in specific offices, that the location is clearly visible (meeting room has windows/glazed doors, takes place in open networking space, other people present).
- Ensure that for relevant activities all staff and key volunteers undergo DBS enhanced checking.
- Ensure that relevant PPE equipment is made available for outdoor site visits as appropriate for the location.

## Health and Safety Officer

The executive Director - is the accountable officer and accepts overall responsibility for all aspects of health safety and welfare. Any issues in relation to Health and Safety should be emailed to [enquiries@wyedeanwellbeing.co.uk](mailto:enquiries@wyedeanwellbeing.co.uk).

## Employees

All employees whether full or part time, temporary or permanent, and all contract workers while working on the CIC business are responsible for:

taking reasonable care for the health and safety of themselves and others and co-operating fully with the arrangements in place for the CIC to meet its legal responsibilities for health and safety.

Everyone should comply with health and safety policy and related procedures. Any wilful breach will be considered a disciplinary matter and may in some cases lead to dismissal.

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No lifting of large or dangerous items which can cause injury.

Everyone should undertake health and safety related training within the timescale specified. You must also put into practice all instruction, training and systems of work intended to ensure safety.