

# Health and Safety Policy Statement

Last updated on: 28th May 2008  
By: Robert Wooding, Director

This is the Health and Safety Policy Statement of Concept

## Health and Safety at Work Act 1974

- to provide adequate control of the health and safety risks arising from our work activities
- to consult with our employees on matters affecting their health and safety
- to provide and maintain safe plant and equipment
- to ensure safe handling and use of substances
- to provide information, instruction and supervision for employees
- to ensure 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

**Overall and final responsibility for health and safety is that of Robert Wooding**

**Day-to-day responsibility for ensuring this policy is put into practice is delegated to Jo Taylor**

## All employees will:

- co-operate with supervisors and managers on health and safety matters
- not interfere with anything provided to safeguard their health and safety
- take reasonable care of their own health and safety
- report all health and safety concerns to an appropriate person and ensure that any accidents are recorded in the 'Accident Book' which can be found on the Notice Board by the kitchen door

Review Date: May 2009