

Health, Safety and Welfare Policy

Policy

The following statement outlines the Organisational policy across BCTG Limited.

Policy Aim

It is BCTG's policy to ensure, so far as is reasonably practicable, the health, safety and welfare of its learners, staff and partners' staff and to comply with the Health and Safety at Work Act 1974, The Management of Health and Safety at Work Regulations 1999 and all other allied relevant legislation as appropriate.

Principles Underpinning the Policy

- BCTG accepts that it is responsible for providing a healthy and safe environment for all staff, learners, visitors, partners, and members of the public, who take part in organised activities or who may be affected by activities organised under partnership agreements.
- We expect that all partners contracted to deliver programmes on our behalf to have procedures in place which reflect the implementation statements below
- Notwithstanding its legal and moral responsibilities to ensure a safe environment within which all are protected, it is the responsibility and duty of all staff, learners, and partners to co-operate, conform and comply with the requirements of this policy
- We are committed to the Safe Learner concept which will ensure that all learners gain an understanding of the importance of health, safety, safeguarding and personal welfare, develop a responsible attitude to risk and adopt safe behaviours.

Related Policies/Guidance

- Equality and Diversity Policy
- Safeguarding and Prevent Policy
- Social Networking and IT Usage Policy
- Staff Handbook
- Whistleblowing Policy

Implementation of the Policy

The overall policy aim will be achieved through a range of procedures to ensure the following is achieved.

We undertake to have in place arrangements which:

- Ensure that equipment and systems of work that are safe and without risks to health.
- Identify and record the details of staff with specific responsibilities for health and safety.
- Comply with COSHH regulations.
- Provide appropriate training to ensure the health and safety of staff, learners, and partners.
- Maintain a working environment for staff and learners that is safe and without risks to health.
- Ensure the provision of personal protective equipment where required.
- Monitor the effectiveness of BCTG's health and safety provisions.
- Provide first aid facilities and training for personnel responsible for administering first aid.

- Are responsive to RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) investigation and recording arrangements.
- Keep The Safety, Health, and Welfare Policy under regular review.

Policy outcomes

As a result of effective implementation of this Policy, BCTG will ensure the following

- The elimination of all reportable accidents
- All potential risks or identified issues on our premises or at a workplace are readily addressed.
- Any staff or learner deemed to be at significant risk at our premises or at an employer's workplace are immediately removed until the risk is addressed.
- Any health, safety or welfare issues arising from learner and staff feedback is promptly addressed.

Policy review

This policy will be reviewed annually by The BCTG Advisory Board.

January 2024