

Policy statement

Part 1: Statement of intent

This is the health and safety policy statement of:

Mobilates CIC

Our health and safety policy is to:

- * Prevent accidents and work-related ill health
- * Manage health and safety risks in the places where we deliver classes from and to, whether online or in person
- * Provide clear instructions, information and any training required for any freelancers, volunteers, employees, contractors etc to ensure they are competent to do their work
- * Provide personal protective equipment where necessary
- * Consult with all freelancers, volunteers, employees, contractors etc on health and safety matters
- * Ensure any venues for in person delivery are safe and appropriate
- * Ensure the venues where freelancers, volunteers, employees, contractors etc are working from are safe and healthy
- * Implement emergency procedures including evacuation in case of fire or other significant incident
- * Review and revise this policy regularly

A handwritten signature in black ink, appearing to read 'Leanne English', inside a rectangular box.

Signed

06.11.24

Date

Leanne English

Print name

06.11.25

Review date

Part 2: Responsibilities for health and safety

1 Overall and final responsibility for health and safety:

Leanne English - Director

2 Day-to-day responsibility for ensuring this policy is put into practice:

All freelancers, volunteers, employees, contractors etc

3 To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

Each freelancer, volunteer, employee, contractor etc is responsible for ensuring their working space is appropriate including where delivering classes from online

4 All employees should:

- co-operate with supervisors and managers on health and safety matters;
- take reasonable care of their own health and safety; and
- report all health and safety concerns to an appropriate person (as detailed above).

Part 3: Arrangements for health and safety

Risk assessment

- * We will complete relevant risk assessments and take action
- * We will review risk assessments when working habits or conditions change
- * When we have a new event or venue we will complete new risk assessments for each

Training

- * We will give all freelancers, volunteers, employees, contractors etc a health and safety induction and provide appropriate training where relevant
- * We will make sure there are suitable arrangements in place for employees who are working remotely

Consultation

- * We will consult staff routinely on health and safety matters as they arise and formally when we review health and safety

Evacuation

- * We will make sure escape routes are well signed and kept clear at all times
- * We will ask all freelancers, volunteers, employees, contractors etc to ensure they are aware of their evacuation procedures when working from home