Health and Safety Policy

Leonardo Carer Support

1. Leonardo Carer Support (Employer) recognises its health and safety duties under the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999 and concomitant protective legislation including the Environmental Protection Act 1990 and the Fire Precautions Act 1971, and to that end has appointed the Charity Manager to keep workplace procedures relating to Health and Safety under constant review and to liaise with the Health and Safety Executive/Local Authority wherever necessary, so as to keep the Employer and its Trustees updated on any new legislation affecting them, EC Directives, Regulations, and British Standards in order to ensure compliance with the same.

2. In accordance with its duties under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR), the Employer has instituted a system for reporting accidents, diseases and dangerous occurrences to the Health and Safety Executive/Local Authority including injury to any employee and this is in addition to its statutory duty to keep an accident book available for inspection by an Inspector of the Health and Safety Executive/Local Authority.

3. In furtherance of 1 above the Employer proposes always to comply with its duties under Sections 2 and 3 of the Health and Safety at Work Act and the Management of Health and Safety at Work Regulations 1999, Regulations 3 to 13 and 15 to 19, towards its Employees and, more particularly, so far as is reasonably practicable to:

   (a) Provide and maintain a safe place of work, a safe system of work, safe appliances for work and a safe and healthy working environment.

   (b) Provide such information and instructions as may be necessary to ensure the health and safety at work of its Employees and also compliance with the Provision and Use of Work Equipment Regulations 1998, the Workplace (Health, Safety and Welfare) Regulations 1992 and the Fire Precautions (Workplace) Regulations 1997 and to promote awareness and understanding of health and safety throughout the workforce;

   (c) Ensure safety and absence of health risks in connection with use, handling, storage and transport of articles and substances.

   (d) Make regular risk assessments.

   (e) Appoint competent personnel to secure compliance with statutory duties.

   In further recognition of its statutory and common law duties the Employer has taken out insurance, with an approved insurer, against liability for death, injury and/or disease suffered by any of its Employees and arising out of and in the course of employment, provided only that the same was caused by the negligence and/or breach of statutory duty on the part of the Employer; such certificate of insurance being prominently displayed so as to be available for inspection at all reasonable times by Employees and a Health and Safety Inspector.

4. All Employees agree as a term of their contract of employment to comply with their individual duties under Section 7 of the Health and Safety at Work Act, Regulation 14 of the Management of Health and Safety at Work Regulations 1999 and generally to cooperate with the Employer so as to enable the Employer to carry out his health and safety duties towards them.

Failure to comply with health and safety duties, regulations, work rules and procedures regarding health and safety, on the part of any Employee, can lead to disciplinary action and in the case of serious breaches, or repeated breaches, lead to dismissal.

5. Everyone is responsible for health and safety in their work areas. The Charity Manager is responsible for ensuring Health and Safety Policies and the Management Control System are compliant and that staff are inducted into the system and where necessary given training.

6. In recognition of its duties under Section 6 of the Health and Safety at Work Act and the Consumer Protection Act 1987 towards its customers, the Employer proposes (expressed as a normal term or condition of its trade in its terms or conditions of trade) always to supply machinery and parts which so far as reasonably practicable, are safe for normal operational use and free from foreseeable health and hygiene risks to customers. To that end the Employer will provide customers on an ongoing basis with such official and trade information, including relevant EC standards and British Standards relating to new and existing health and safety risks that may or indeed have come to its attention in the normal course of trade, and which can reasonably be obtained from the Health and Safety Executive/Local Authority, British Standards Institution and the EC.

7. In recognition of its duties towards the general public and all lawful visitors to the Employer's premises the Employer regards the extent of its duties as compatible with Section 2 of the Health and Safety at Work Act, the Environmental Protection Act 1990 and the Occupiers Liability Acts 1957 and 1984, in particular where visitors are under a statutory duty to wear protective clothing or otherwise take reasonable precautions for their own health and safety, failure to do so will be regarded as breach of policy entitling the Employer to take such measures as it considers appropriate including asking the visitor to leave the premises.

8. This policy has been prepared in furtherance of Section 2(3) of the Health and Safety at Work Act 1974 and binds all Employees in the interests of Employees and service users. We request that our service-users and visitors respect this policy, a copy of which can be obtained upon demand.