

Health & Safety Policy

Venture Out recognizes and accepts its responsibilities as an employer to conduct its activities so as to ensure, as far as is reasonably practicable, the health and safety of its those in its care and any other persons who may be affected by its activities.

This will be done by the provision of:

- safe plant, equipment and systems of work
- safe arrangements for the use, handling, storage and transport of articles and substances
- safe premises and places of work with safe access and egress
- a healthy working environment with appropriate welfare facilities
- sufficient training, information, instruction and supervision to enable all employees to avoid endangering themselves or others and to contribute positively to their own safety

Venture Out will review this Policy at least every 2 years to ensure that it reflects changes in **Venture Out's** organization and management, developments in health and safety legislation and guidance from the HSE and Council health & Safety advisors.

The Directors have the main responsibility for monitoring the Policy and recommending changes.

The Directors:

- Are responsible for ensuring that this Policy is put into practice.
- Will review, at least annually, health and safety matters, including problems, developments and achievements, within the company.
- Will liaise with competent persons to advise **Venture Out** about measures needed to comply with health and safety law.
- A written Health and Safety Policy is prepared and revised as often as may be necessary. Effective arrangements exist for the identification of hazards and the assessment of associated risks within the organization and partners, so that appropriate measures are taken to eliminate or minimise significant risks.
- Ensure suitable arrangements are made to ensure that freelancers are made aware of the policy through Induction training and regular reviews of the Policy.
- Ensure any freelancers will be made aware of **Venture Out's** Policies.
- Will ensure any accidents are reported to the appropriate health and safety representative within the appropriate LA.

Freelance Coaches

Any contractors working for or on behalf of the **Venture Out** must follow safe working practices and satisfy the **Venture Out** that their systems of work, plant, equipment and materials are safe and that their employees are suitably qualified, trained, experienced and supervised.

Partner organizations

All partner organizations will have up to date health and Safety Policies. Partner organisations must follow safe working practices, and satisfy **Venture Out** that their systems of work, equipment and materials are safe and that their employees are suitably qualified, trained, experienced and supervised.

General

Venture Out will co-operate with recognized NGB's in the following of best practice.

Venture Out recognizes that Health & Safety Committees are important and will where possible will attend and contribute to appropriate groups.

Date 21/03/2018