

# Health & Safety Policy Statement



## Document Control

Responsible Person	Chief Executive			
Review Frequency	Annually			
Reviewed by	Board			
Date Approved	April 2024			
Next Review Due	April 2025			
Consultation Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Equalities Impact Assessment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Added to Company Website	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Associated Documents Considered	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

- 1.1. The management of Waverley Housing recognises that it has a legal duty of care towards protecting the health and safety of its Employees and others who may be affected by the Company's activities, and that managing health and safety is a business critical function.
- 1.2. In order to discharge its responsibilities the management will:
- a) Bring this Policy Statement to the attention of all Employees.
  - b) Carry out and regularly review risk assessments to identify proportionate and pragmatic solutions to reducing risk.
  - c) Communicate and consult with our Employees on matters affecting their health and safety.
  - d) Provide access to Occupational Health services and undertake appropriate<sup>4</sup> health surveillance where required, e.g. HAVs, Respiratory, Skin, Audiometry
  - e) Comply fully with all relevant legal requirements, codes of practice and regulations at International, National and Local levels.
  - f) Eliminate risks to health and safety, where possible, through selection and design of materials, buildings, facilities, equipment and processes.
  - g) introduce and implement technological and automated health and safety interventions, where appropriate e.g. Lone Working etc.
  - h) Encourage staff to identify and report hazards so that we can all contribute towards improving safety.
  - i) Ensure that emergency procedures are in place at all locations for dealing with health and safety issues.
  - j) Maintain our premises, provide and maintain safe plant and equipment, including undertaking preventative maintenance.
  - k) Only engage contractors who can demonstrate due regard to health and safety matters.
  - l) Provide adequate resources to control the health and safety risks from our work activities.
  - m) Provide adequate training and ensure that all Employees are competent to do their tasks.
  - n) Provide an organisational structure that defines the responsibilities for health and safety.
  - o) Provide information, instruction and supervision for Employees.
  - p) Provide suitable and sufficient information and instruction and training for employees, such that work equipment may be used correctly and safely.
  - q) Implement appropriate work schedules with adequate rest periods.
  - r) Regularly monitor performance and revise policies and procedures to pursue a programme of continuous improvement.
  - s) Where risks can't be eliminated they will be minimised by substitution, the use of physical controls or, use of personal protective equipment or, as a last resort, through safe systems of work.

- 1.3. This Health and Safety Policy will be reviewed at least annually and revised as necessary to reflect changes to the business activities and any changes to legislation. Any changes to the policy will be brought to the attention of all Employees.