



## HEALTH & SAFETY GENERAL POLICY STATEMENT

Concord College places great importance on health and safety matters and undertakes to conduct its operations in such a way as to ensure the health and safety of all its students, employees, visitors and the general public.

To this end the College will endeavour to create and develop a working environment in which there is an awareness of the vital importance of health and safety and which encourages all employees to participate in developing and practising safe working methods and to have regard for the welfare of themselves and others.

It is our policy to do all that is reasonable to prevent personal injury and damage to property and to protect everyone from foreseeable work hazards, including the public, in so far as they come into contact with our operations. In particular, we have a responsibility:-

- to provide and maintain safe and healthy working conditions, taking account of any statutory requirements;
- to provide training and instruction to enable all employees to perform their work safely and efficiently;
- to make available all necessary safety devices and protective equipment and to supervise their use;
- to maintain a constant and continuing interest in health and safety matters applicable to our activities, in particular, by consulting and involving employees or representatives wherever possible.

Employees have a duty to co-operate in the operation of this policy:-

- by working safely and efficiently;
- by using the protective equipment provided and by meeting statutory obligations;
- by reporting incidents that have led or may lead to injury to people or damage to property or equipment;
- by adhering to our procedures for securing a safe workplace;
- by assisting in the investigation of accidents with the objective of introducing new measures to prevent a recurrence.

In support of this statement, our General Policy provides details of responsibilities within the organisation, arrangements for health and safety in the workplace, area specific guidance, training and monitoring procedures. The general policy is included in our staff handbook and is provided to all employees, who are notified of any changes as they are implemented.

Copies of this statement are displayed on notice boards for the attention of employees, students and visitors.

The general policy will be kept under constant review and amended or added to as required and this statement will be reviewed on an annual basis.

Signed:

Dr M R Truss, Principal

Date:

1<sup>st</sup> September 2022