



Health and safety policy

It is the policy of Palm Cove Society to provide and maintain safe and healthy working conditions, equipment and procedures of work, for all clients, employees, contractors, volunteers, mentors, students, visitors and any other user of our service to prevent work-related injury or ill-health.

Palm cove Society will provide adequate training, supervision and standards of care as seen necessary, to any or all the above to satisfy our legal and moral obligations in this regard. We will also make suitable arrangements for all staff member working remotely.

Palm cove Society will therefore implement all aspects of the Health and Safety at Work Act 1974 and any other Health and Safety legislation.

Palm Cove Society directors have overall responsibility for Health and Safety and shall ensure that effective management systems are in place to achieve high standards of health, safety, and welfare. This will prevent accidents and cases of work-related ill health.

We are committed to eliminate hazards and reduce risks by following a rigorous ongoing hazard identification and risk reduction procedure.

Through regular monitoring and senior management review of health & safety we will set objectives and seek to continually improve our performance.

All employees must cooperate with this policy and are always expected to observe all established safe working procedures and take reasonable care when working with clients, using, or storing equipment. All employees have a duty to report any incidents or potential hazards to their line manager. These incidents or potential hazards will then be acted upon by the manager as appropriate.

Employees shall be regularly consulted on this policy which will be reviewed annually. Staff will be trained and updated where necessary to enable them to fulfil their obligations to take reasonable care of the health and safety of themselves and others who may be affected by their actions or omissions. Health & Safety Executive Law posters will be displayed in each of our offices.

This policy will be reviewed as often as appropriate, but at least annually.

It is the Managing Director and Operations Directors responsibility to ensure correct implementation of this policy.

Yvonne Hall Managing Director

23rd September 2020

Meg Heath Operations Director

23rd September 2020