

2.08 Health and Safety

Health and Safety Policy of The Adventure Service

The Adventure Service is committed to providing a safe and healthy workplace for all employees and ensuring that our activities do not compromise the safety and wellbeing of others.

To achieve this, The Adventure Service will take all reasonable steps to comply with the Health and Safety at Work etc. Act 1974, the Management of Health and Safety at Work Regulations 1999, and all other relevant legislation, regulations, approved codes of practice, and guidance issued by the Health and Safety Executive (HSE).

The Adventure Service is further committed to continuous improvement in our health and safety performance. We will set and review targets for improvement regularly to ensure our practices remain effective and up-to-date.

Commitments:

- Provision of Resources: Sufficient resources are allocated to fulfil the commitments of this policy.
- Information and Training: Necessary information, instruction, training, supervision, equipment, and facilities are provided to achieve safe working conditions.
- Risk Minimisation: Actions are conducted in a manner that minimises risks to individuals who are not our employees.
- Policy Communication: This policy is communicated to all employees, clients, contractors, and relevant individuals, and is reviewed regularly to ensure its effectiveness.

Responsibilities:

- Personal Responsibility: Take reasonable care for the health and safety of themselves, fellow employees, clients, and all other persons who may be affected by their actions.
- Cooperation and Reporting: Cooperate with The Adventure Service management to enable compliance with health and safety responsibilities and report health and safety issues, work-related injuries, and ill health promptly.

Service Manager Competency Requirements

To ensure the effective implementation of health and safety practices, all Service Managers at The Adventure Service Ltd are required to:

- Hold the IOSH Managing Safely qualification as a minimum standard.
- Undertake regular refresher courses to maintain competency in health and safety management.
- Demonstrate practical application of their qualifications in risk assessment, incident response, and the development of safe working practices.
- Actively support the development and delivery of health and safety training for all staff.

COSHH Compliance:

The Adventure Service Ltd uses GearLog for recording and storing:

- COSHH risk assessments.
- Safety Data Sheets (SDS).
- A comprehensive list of all hazardous substances used within the organisation.

Regular audits will ensure all COSHH documentation is complete, up-to-date, and easily accessible to relevant staff.

Monitoring and Audit:

- Conduct regular internal and external audits to review compliance with current health and safety legislation.
- Perform periodic reviews to ensure policies and procedures remain relevant and effective.
- Encourage staff participation in safety meetings and audits to promote a proactive safety culture.

Policy Accessibility:

This policy is communicated through:

- Weekly team and service manager meetings.
- Induction sessions for new staff.
- Annual reviews to ensure all staff understand and adhere to the policy.

Amendment	Name	Date
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Redesigned	Terry Harris-Ellis	31 st December 2024
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