

# **THE PRICEHOLME TRUST CIO** **HEALTH AND SAFETY POLICY**

Registered charity number: 1185571

## **1. Statement of Policy**

The Trustees of the Priceholme Trust CIO are committed to ensuring a safe living and working environment for all those who have lawful access to the Charity's buildings and land.

The Trustees have ultimate responsibility for health and safety governance and oversight within the Charity and recognise their duty of care to residents, staff, volunteers, contractors and visitors. The Charity will take all reasonable steps to ensure their health, safety and welfare.

## **2. Purpose**

This policy sets out the Charity's arrangements for managing health and safety, reducing risks and complying with legal duties. It applies to all trustees, staff, volunteers, residents, contractors and visitors.

## **3. Legal Framework**

This policy is informed by, but not limited to:

- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Regulatory Reform (Fire Safety) Order 2005
- Construction (Design and Management) Regulations 2015
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- Relevant HSE guidance

## **4. Health and Safety Lead**

The Charity has designated the Chairman of Trustees as lead for Health and Safety:

Contact: [tobinfdennis@gmail.com](mailto:tobinfdennis@gmail.com) 07932 984774

Nevertheless, everyone has an individual responsibility regarding health and safety and must immediately bring to the attention of Trustees any issues of concern.

Where there is a lack of knowledge in any specific discipline, expert advice or opinion shall be sought and/or additional training sourced to ensure competency.

## **5. Risk Assessment**

The Charity will carry out suitable and sufficient risk assessments to identify hazards, assess risks and implement appropriate control measures.

Risk assessments will:

- Identify hazards and who may be harmed
- Evaluate existing controls
- Implement further controls where necessary
- Be recorded where required
- Be reviewed following incidents, changes in legislation, or changes in activities or premises

## **6. Training and Information**

The Charity will provide appropriate health and safety information, instruction and training to all staff and volunteers.

This includes:

- Health and safety induction on starting
- Role-specific training where required
- Refresher training to keep knowledge up to date

## **7. Accident, Incident and Near-Miss Reporting**

All accidents, incidents and near-misses must be reported and recorded.

Where required by law, incidents will be reported to the Health and Safety Executive under RIDDOR.

## **8. Emergency Procedures**

Emergency procedures are in place and communicated to residents, staff and visitors. These include:

- Fire safety and evacuation arrangements
- First aid provision
- Emergency contact arrangements

## **9. Property Safety and Inspections**

Regular recorded inspections of the Charity's properties will be carried out. Any defects that have health and safety implications will be addressed as a matter of urgency.

Key areas include, but are not limited to:

- Fire risk assessment and management
- Asbestos management
- Legionella control
- Gas safety
- Electrical safety
- Control of Substances Hazardous to Health (COSHH)

## **10. Worker Safety**

The Charity will assess and manage risks to workers, including but not limited to:

- Manual handling
- Lone working
- Driving for work
- Slips, trips and falls
- Working at height
- Infection prevention and control
- Sharps and needlestick risks
- Stress and mental wellbeing

## **11. Contractors and Construction Works**

When selecting contractors, Trustees and/or managing agents will ensure they are competent and capable of undertaking work safely. This includes:

- Requesting contractor risk assessments and method statements
- Checking evidence of competence (e.g. Gas Safe registration)
- Ensuring adequate insurance (minimum £5 million public liability)

Where works fall under the Construction (Design and Management) Regulations, the Charity will understand and fulfil its duties as client, including F10 notification where required.

## **12. Consultation**

The Charity will consult with staff and residents on relevant health and safety matters and encourage participation in maintaining a safe environment.

## **13. Monitoring and Review**

Health and safety performance will be monitored and reported to the Trustees. The Trustees will carry out an annual review of health and safety matters and risk assessments.

**14. Policy Review**

This policy has been approved by the Board of Trustees of the Priceholme Trust CIO and will be reviewed annually or sooner if legislative or regulatory changes require.

Approved by the Board of Trustees

Signature: .....

Name: Tobin Dennis, Chairman of Trustees

Date: 12<sup>th</sup> February 2026