



Health and Safety Policy

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The Wildings Project CIC is committed to providing a safe environment for all individuals who attend the farm. This policy outlines the measures and procedures in place to within our facilities and applies to all staff, volunteers, clients and visitors.

All staff and volunteers at the farm have a responsibility to take reasonable care for their own health and safety and for that of others who might be affected by their acts or omissions. They must cooperate with those persons who are responsible for health and safety to enable them to carry out their duties.

This policy has been drawn up in response to The Health and Safety at Work Act (1974), which defines the fundamental structure and authority for the encouragement, regulation and enforcement of workplace health, safety and welfare within the United Kingdom.

Policy statement:

The Wildings Project CIC will promote the health and safety of all who attend by:

- Taking all reasonably practicable steps to safeguard the health, safety and welfare of all personnel
- Providing adequate working conditions with proper facilities to safeguard the health and safety of personnel and to ensure that any work which is undertaken produces no unnecessary risk to health or safety
- Encouraging everyone at the farm to co-operate with The Wildings Project CIC in all safety matters, in the identification of hazards which may exist and in the reporting of any condition which may appear dangerous or unsatisfactory
- Encouraging everyone to accept their own responsibility not to endanger themselves or others and to assist actively in fulfilling the requirements and spirit of legislation and good practice
- Ensuring the provision and maintenance of a working environment that is safe

- Providing sufficient information, instruction, training and supervision to enable everyone to avoid hazards and contribute to their own safety and health

Responsibilities:

- Directors:
 - Are responsible for Health and Safety at The Wildings and will review this policy annually.
 - Will ensure that adequate training and supervision are in place to maintain a safe environment and to be able to comply with this policy.
- Health and Safety Lead:
 - The H&S Lead (Rebekah Spowage) will maintain records of induction, training and maintenance.
 - They will monitor the accident book and lead on necessary reporting and investigations.
 - They will ensure that staff and volunteers are appropriately trained for their roles.
- Staff and volunteers:
 - Are expected to follow the policies and procedures in place and do everything that they can to prevent injury to themselves and others around them.
 - Should report any accidents or near misses.
 - Should ensure that they report any incidents that may have led to damage and should report any concerns that that have in the existing safety procedures or arrangements to the H&S Lead.
- Clients and visitors are encouraged to take responsibility for their own safety practices and to comply with the guidance given via signage and inductions, and any additional directions from staff and volunteers.

Accidents:

All accidents must be recorded by staff / volunteers in the accident log book as soon as possible and in accordance with RIDDOR. The H&S Lead must be informed. The H&S Lead will then ensure that accidents and near-misses are reported as appropriate and can take steps to prevent future accidents.

First Aid:

The H&S Lead is responsible for ensuring that there are appropriately trained First Aid personnel on site with clients and for maintaining the stock / equipment for First Aid kits. All staff and volunteers will be shown the location of the First Aid kit and Accident log book during their induction.

Risk management:

Identifying and assessing risks are a legal requirement that, together with appropriate management of these risks, contribute significantly to creating a safe and healthy environment. The H&S Lead will have overall responsibility for assessing risk.

Control of Substances Hazardous to Health (COSHH):

According to COSHH regulations (2002), the risk of hazardous substances will be assessed and less hazardous substances used where possible. Where this is not possible, substances will be appropriately labelled and securely stored.

Personal Protective Equipment (PPE):

PPE is worn to minimise exposure to or impact of hazards that could cause injuries or illness. All staff, volunteers, visitors and clients must wear appropriate PPE as required for the task in hand, such as nitrile gloves, gardening gloves, sturdy boots, safety hat, goggles.

Manual handling:

Many of the tasks on the farm are of a physical nature and all participants should be aware of their own limitations in order to minimise risk. Where possible, two people should work together to move heavy objects or handle livestock. If there are tools or equipment that reduce the need for carrying heavy objects (such as a sack trolley or a wheelbarrow) these should be used. Do not lift objects that cause undue strain and do not manually lift objects at all unless absolutely necessary.

Extreme weather conditions:

If the weather is deemed too extreme (hot or cold) for clients or visitors to attend, they will be contacted via phone at the earliest opportunity. Similarly, if the weather conditions become extreme when clients are in attendance, they may be sent home early if necessary. Otherwise, there will be strategies including, but not limited to;

- Ensuring participants are wearing appropriate clothing (eg layers, warm hats and gloves for cold weather; cool clothing but covering the skin, sun hats and sun cream for hot weather)
- Offering plenty of warm drinks in cold weather and water in hot weather
- Providing some shelter / shade
- Encouraging staff, volunteers, visitors and clients to all take responsibility for maintaining their own comfort where possible and highlighting to others if they begin to feel unwell

The Wildings Project CIC commits to regular monitoring and audits of health and safety measures within the setting. The policy will be reviewed annually, or as and when there are any changes in the law or processes within the organisation.

Signed: 

Date: 09/06/2024