



## **FESP Health & Safety Policy**

### **Introduction**

This is a statement of policy by Furness Education & Skills Partnership about its intentions, organisation, and arrangements for ensuring the health and safety of its employees, contractors, volunteers and beneficiaries.

### **Statement of Intent**

It is the policy of the charity to ensure, so far as is reasonably practicable, the health, safety and welfare of its employees while they are at work, and of others who may be affected by the charity's undertakings, and to comply with the Health and Safety at Work etc. Act 1974 and all other allied relevant legislation, as appropriate.

### **Objectives**

In order to achieve compliance with the statement of policy the charity has the following objectives:

- To set and maintain high standards for health, safety, and the protection of the environment at its offices.
- To identify risks and set in place programmes to remove or reduce these risks.
- To ensure that these standards are communicated to all employees, contractors, and volunteers.
- To ensure that all personnel are given the appropriate equipment, necessary information, instruction, training and supervision to enable them to work in a safe manner.
- To ensure that the appropriate resources are made available to enable the policy to be implemented.

### **Responsibility**

To ensure the prevention of ill health, the avoidance of accidents and the promotion of safe and healthy workplaces, the following responsibilities have been established.

### **Board of Trustees**

The trustees are responsible for establishing the overall Health and Safety Policy for the charity and have ultimate responsibility for all health and safety matters.

This involves:

- The promotion of good practice within health and safety.
- The allocation of necessary resources.
- The monitoring of the implementation of health and safety practice.
- Keeping the Health and Safety Policy under review and ensure it is revised as and when necessary.

- The practical implementation of the Health and Safety Policy, the Health and Safety at Work etc. Act 1974 and other relevant legislation.
- Ensuring that the operations under their control, so far as is reasonably practical, are conducted without detriment to the health and safety of employees or others who may be affected by their activities.
- Ensuring that their area of responsibility is subject to risk assessment, regular inspections and audits.
- Ensuring that all accidents, incidents and near misses, within their area of responsibility, are reported to the Chair to review all such reports and ensure, where appropriate, that a full investigation is carried out and appropriate remedial action taken, where necessary.

### **Individual Responsibilities**

All employees are required to:

- Co-operate in implementing the requirements of the Health and Safety Policy, legislation, related codes of practice and safety instructions.
- Refrain from doing anything which constitutes a danger to themselves or others.
- Bring to the immediate attention of their line manager/supervisor any situations or practices that are noted which might lead to injuries or ill health.
- Ensure that any equipment issued to them, or for which they are responsible, is correctly used and properly stored.
- Be responsible for good housekeeping in the area in which they are working.
- Report all accidents, incidents, dangerous occurrences and near misses, in accordance with the charity's guidance.

### **Contractors**

All contractors working with the charity are required to comply with appropriate rules and regulations governing their work activities. Contractors are legally responsible for their own workforce and for ensuring that their work is carried out in a safe manner.

### **Communication**

The name of the person designated with the responsibility for health and safety (Chair) is Jayne Moorby.

### **Consultation and Training**

The board of trustees are committed to involving employees at all levels in the maintenance of health and safety standards and to provide them with adequate information, instruction, and training. External health and safety consultants will be used to provide professional health, safety, environmental and occupational advice, as required.

### **Policy Review**

The effectiveness of this general policy statement and other specific policies in use throughout the charity will be subject to annual review by the charity.



This policy has been approved for issue by the board of trustees of Furness Education & Skills Partnership Charity.

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on: 7<sup>th</sup> October 2025

Signed: 

Name: Jayne Moorby  
Chair of the board of trustees