

# CRANBROOK & SISSINGHURST PARISH COUNCIL

## Health and Safety Policy Statement

As a responsible employer, Cranbrook & Sissinghurst Parish Council accepts its responsibilities under the Health and Safety at Work Act 1974 and supplementary legislation. We consider that the health, safety and welfare of all persons affected by the conduct of our undertakings is of great importance.

We undertake, so far as is reasonably practicable, to ensure the health, safety and welfare at work of all our employees and councillors, to protect people working under our control (including outside contractors), service users and visitors (including members of the public). We will have particular regard to the health and safety of older people and others who may have special needs.

We will achieve our aim of meeting health and safety requirements through the implementation and maintenance of a health and safety system. This will involve identifying responsibilities, monitoring legal requirements, carrying out sufficient and suitable written risk assessments and setting appropriate standards. Relevant procedures, checklists and training, will be provided according to the findings of the risk assessment.

In particular we will ensure, so far as is reasonably practicable:

- The provision and maintenance of safe places of work
- Safe internal and external access and exits to premises under our control
- A healthy and safe working environment with adequate first aid provision and welfare facilities
- Safe equipment and systems of work
- Safe arrangements for use, handling, storage and transport of articles and substances at work
- Adequate fire prevention measures and fire and other emergency procedures which are made clear to staff, councillors and service users
- A system of notification of accidents, including methods of recording and investigation

Our system seeks to ensure that councillors, staff and service users are aware of their personal responsibilities and accountabilities for health and safety at work.

The health and safety training needs of everyone will be identified. The delivery of a training programme will ensure, as far as is reasonably practicable, that everyone is aware of their responsibilities for health and safety at work and competent to undertake their activities in a safe and healthy manner.

This Health and Safety system will be kept up to date and will be reviewed annually.