

Reach out adventures

Health and Safety Policy

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Health and safety policy Statement

General Health and Safety Policy

This is Health and Safety policy statement and arrangements for:		Reach Out adventures
Overall and final responsibility for health and safety is that of:		David Robinson (Managing Director)
Day-to-day responsibility for ensuring this policy is put into practice is delegated to:		David Robinson (Managing Director)
Statement of general policy	Responsibility of (Name / Title)	Action / Arrangements (What we are going to do?)
To prevent accidents and cases of work-related ill health by managing of health and safety risks arising from activities.	David Robinson Managing director	1) To ensure all Risk assessments are completed for all activities, and regularly reviewed and updated as necessary.
To provide adequate training to ensure employees are competent to do perform their duties.	David Robinson managing director	1) To ensure Staff are provided with sufficient health and safety, instruction specific to their risk and provided with appropriate training where necessary. 2) All Instructors/Leaders will hold appropriate qualifications before delving any activities for reach out adventures. e.g. Single Pitch Award for outdoor climbing, lowland leader award or above for DofE expedition groups. 3) All instructors/Leaders will hold a current first aid certificate, (minim of 16 hour first aid course). 4) All staff who have access working with young people will hold an Encadened (DBS) check. 5) All staff will have a record sheet of training and qualifications.
To engage and consult between management and employees on day-to-day health and safety conditions.	All staff	1) Staff are take reasonable care for the health and safety of themselves and other people who are involved in their activities. 2) To report any faults, accidents, indicants, near misses, and to record them in the accident and indicant book, located with (managing director David Robinson).

<p>To implement emergency procedures - evacuation in case of fire or other significant incident.</p>	<p>All staff/Participants</p>	<p>1) Participants to be provided with information, of escape routes at all venues used in their activities, e.g. Dukes Barn, campsites, Camping Barns.</p>
<p>First-aid box and accident book are located: Accidents and ill health at work reported under RIDDOR: (Reporting of Injuries, Diseases and Dangerous Occurrences.</p> <p>First Aid and responding to emergencies due in activities.</p>	<p>All Staff</p>	<p>1) All staff will be made aware of the requirements under - “ the reporting of injuries, Diseases and Dangerous occurrences Regulations 1995” (RIDDOR) that all accidents must be reported to management and recorded in the accident book which will be available to all staff.</p> <p>2) Serious accidents will be reported to the appropriate enforcing authority, which investigations will be carried out after all accidents and controls introduced to stop any recurrence.</p> <p>3) All staff will carry their appropriate group first aid kit.</p> <p>4) Other appropriate equipment for emergency e.g. walking poles, settler will be carried by Instructors due in activities.</p> <p>5) Appropriate Contact numbers to be carried by Instructors.</p>
<p>Providing health and safety to staff and participants Working at Hight, e.g. Rock Climbing</p>	<p>Staff/Participants</p>	<p>1) All staff will hold the appropriate qualification SPA (Single pitch Award) when working with participants.</p> <p>2) All staff to ensure they use the appropriate safety equipememnt to attached themself s and others when working at hight.</p> <p>3) All safety equipment should be to be inspected and fitted by instructors, this includes PPE (Personal Protection Equipememnt) along with Participants equipememnt.</p> <p>4) All equipment to be maintained and record.</p>

<p>To provide a safe, healthy working environment to all staff when LONE WORKING.</p>	<p>Management/Staff</p>	<ol style="list-style-type: none"> 1) To ensure all staff are clearly brief about the activity, and all planned routes are complete, along with appropriate Risk assessments, information will entail ,Start time and estimated finish time. 2) To ensure all staff to have mobile phones with all contact numbers. 3) In areas where there is no mobile phone reception, or is poor, alternative arrangements will be made (two way radios) 	
<p>To maintain safe and healthy working conditions, provide and maintain equipment, this includes Personal Protective Equipment (PPE).</p>	<p>All staff</p>	<ol style="list-style-type: none"> 1) All Safety equipment, is maintain to high standards in line with manufacturers guidelines. 2) All staff/management have duty of care to ensure all participants equipment is checked, recorded and placed in safe storage. 3) Any equipment not up to standard to be removed from service. 4) All staff have duty of care to ensure their Personal Protective Equipememnt are up to standard, and replaced if not up to standard. 	
<p>To maintain Environment e.g. depose of waste</p>	<p>All Staff/Participants</p>	<ol style="list-style-type: none"> 1) All Staff and Participants are to correctly dispose of any waste. Its an instructor duty of care to ensure all participants have been given the correct briefing to dispose of any waste. 	
<p>Signed</p>	<p>David Robinson – Managing director</p>	<p>Date</p>	<p>13/01/17</p>
<p>First Aid kits is located:</p>	<p>With all instructors/Leaders when on Activity.</p>		
<p>Accident Book is located:</p>	<p>With David Robinson managing director of Reach out adventures.</p>		

General Health and safety Policy

Reach out adventures overview safety as follows:

- Overall responsibility of safety lies in with David Robinson Managing director of Reach out adventures.
- Day-to-day operations is overseen by David Robinson Managing director of Reach out adventures activities.
- Reach out adventures operates without an AALA (Adventure Activities Licence), due to this all activities are operated where (AALA) license is not applicable, However we still maintain high standards with the industry good practice.
- Risk assessments are all completed for all are activities.
- All equipment is maintain to high standards in line with manufacturers guidelines.
- All equipment is recorded to ensure fit for service. Any equipment not fit for service will be removed and replaced.
- All accidents are recorded in the reporting book.
- All staff hold a current First aid certificate.
- All staff are encourrged to share any, Accidents, Incidents, or near misses with management.
- Reach out adventures will provide staff with Information, instruction, and training where necessary.
- Reach out adventures and its responsibility towards child protection seriously and has a detailed children and vulnerable adults policy. All staff who have access to working with young children or venerable adults will have to have completed and hold an enhanced (DBS) check before delving any activities to participants.

Reach out adventures recognises its responsibilities under the health and safety regulations, to take all reasonable measures to provide healthy working conditions for all employees.

This policy has been designed to show reach out adventures provided a high level of safety and maintain a safe working environment for all staff and participants involved in their activities.

This healthy and safety policy will be reviewed annually. The organisation, arrangements and safety will be reviewed regularly or modified and updated as necessary.

Reach out adventures also accepts responsibility for the health and safety of other people who may be directly affected by our activities. This includes volunteers and members of the public.

All employees, permanent or freelance, have a personal and legal responsibility to co-operate with managers, other staff to achieve a safe and healthy environment and to take reasonable care of themselves and others.

Whenever a member of reach out adventures staff notices a health and safety hazard which they may not be able to deal with directly, they must report this to the person named in the section.

Responsibilities Section:

David Robinson

Managing Director of Reach out adventures.