

Health & Safety Policy

1. Introduction

C.H.A.S.E. (Create Hope And Safe Environments) is committed to providing a safe, healthy, and inclusive environment for all children, young adults, parents, carers, staff, volunteers, and visitors. This policy outlines our approach to ensuring health, safety, and well-being across all our activities and premises.

2. Statement of Commitment

We are dedicated to:

- ✓ Preventing accidents and minimising risks through risk assessment and effective safety procedures.
- ✓ Providing a safe and accessible environment for individuals with additional needs.
- ✓ Ensuring all staff and volunteers receive appropriate health and safety training.
- ✓ Complying with all relevant health and safety laws and regulations.
- ✓ Regularly reviewing and improving our health and safety measures

3. Responsibilities

3.1 Management Responsibilities

- Ensure compliance with UK Health & Safety Regulations.
- Conduct regular risk assessments and update procedures as needed.
- Provide health and safety training for staff and volunteers.
- Maintain and inspect fire safety equipment, first aid kits, and emergency exits.
- Ensure the premises remain clean, safe, and suitable for all users.

3.2 Staff & Volunteer Responsibilities

- Follow all health and safety procedures.
- Report any hazards, incidents, or accidents to management immediately.
- Use equipment and resources safely.
- Ensure all participants are supervised and their needs are considered in safety planning.

3.3 Service Users & Visitors Responsibilities

- Respect and follow any health and safety guidelines provided by C.H.A.S.E.
- Report any safety concerns or hazards to staff or volunteers.
- Follow emergency procedures in case of fire, evacuation, or medical emergencies.

4. Risk Management & Safety Procedures

4.1 Risk Assessments

- Regular risk assessments will be conducted for all activities and spaces.
- Additional assessments will be carried out for sensory needs, accessibility adjustments, and high-risk activities.

4.2 Fire Safety & Emergency Procedures

- Fire exits and escape routes will be clearly marked and kept unobstructed.
- Fire drills will be conducted at least twice a year.
- Staff and volunteers will be trained in fire safety and evacuation procedures.

4.3 First Aid & Medical Emergencies

- First aid kits will be available in all areas.
- At least one first aid-trained staff member will be present during activities.
- Parents and carers must provide emergency contact details and medical information where necessary.

4.4 Safeguarding & Child Protection

- C.H.A.S.E. has a Safeguarding Policy in place to ensure the safety of vulnerable individuals.
- All staff and volunteers working directly with children and young adults will undergo DBS checks.

4.5 Accessibility & Inclusion

- All spaces will be adapted to ensure they are accessible to individuals with physical disabilities and sensory needs.
- Sensory-friendly adjustments, such as low lighting areas and quiet zones, will be implemented.

5. Reporting & Incident Handling

- All accidents, near-misses, and safety concerns must be reported to management immediately.
- A record of incidents will be maintained and reviewed to improve safety measures.
- If an individual requires medical attention, parents/carers will be informed immediately, and emergency services will be contacted if necessary.

6. Review & Policy Updates

This policy will be reviewed annually or whenever there are significant changes to activities, facilities, or regulations. Staff, volunteers, and service users will be encouraged to provide feedback to ensure continuous improvement in health and safety.

7. Approval & Adoption

This Health & Safety Policy was approved and adopted by C.H.A.S.E. on 20/02/25

Signed by:

Director: *jamie ward*