

Health and Safety Policy



May 2018

Review Date: May 2021

Health & Safety Policy Statement

Introduction

in at the deep end Ltd as a company includes the Training Wave brand. Therefore, throughout all of our policies where we refer to in at the deep end it also applies to any bookings or courses undertaken within the Training Wave brand.

Health & Safety at Work Act 1974

Our Statement of General Policy is:

- To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities;
- To provide adequate training to ensure employees are competent to do their work;
- To engage and consult with employees on day-to-day health and safety conditions and provide advice and supervision on occupational health;
- To implement emergency procedures – evacuation in case of fire or other significant incident;
- To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances.

The duties of employees are to:

- Take reasonable care of their own health and safety, and that of others who may be affected by their acts or omissions at work;
- Co-operate with others within the company to fulfil our statutory duties;
- Not interfere with, misuse or wilfully damage anything provided in the interest of health and safety.

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Monitoring and Review

We will monitor all of the feedback that we receive in relation to the issues affected by the Policy and will amend the policy as necessary.

The Policy will be updated with any amendments to existing legislation or new legislation.

In any event, all policies are reviewed annually although updates to versions etc. will only take place every three years should there be no other changes to the policy.

Document Owner and Approval

The Data Protection Officer (DPO) is the owner of this document and is responsible for ensuring that this policy document is reviewed in line with the review requirements stated above.

A current version of this document is available to all members of staff on BaseCamp.

This policy was approved by the Company Directors on 2nd March 2018 and is issued on a version controlled basis under the signature of Managing Director.

Date	Version	Author/Contributor	Amendment Details
December 2016	1.00	Mark Mc Nichol	Implementation
December 2017	1.10	Mark Mc Nichol	Monitoring and Review section updated
May 2018	1.20	Mark Mc Nichol	Addition of Training Wave branding