

Health and Safety Policy Statement

Age UK Barnet's Health and Safety Policy applies to all operations, services, and activities. It applies to the Ann Owens Centre, and other sites from which the organisation operates. Age UK Barnet believes health and safety should never be compromised for any other objective.

The Chief Executive and Board of Trustees are committed to leading by example in promoting health and safety. They accept accountability for, and responsibility to provide a safe and healthy working environment as well as to prevent injury and ill health for all employees, volunteers, service users, contractors and visitors who may be affected by the conduct of their operations. This is at Age UK Barnet premises; other premises Age UK Barnet may operate.

Age UK Barnet's Chief Executive and Board of Trustees will ensure that effective arrangements and adequate resources are provided for the implementation of the terms of this policy. Co-operation between, participation of and communication with all employees and volunteers is regarded as a fundamental part of the management of health and safety.

To ensure effective implementation of the Health and Safety Policy Age UK Barnet will:

- Provide and maintain safe places of work and a safe and healthy working environment for all employees and volunteers in accordance with the requirements of current legislation, industry good practice and Approved Codes of Practice
- Establish policies and procedures, and devise and maintain methods and systems of work that protect the safety, health, welfare, and mental wellbeing at work of all employees, volunteers and others visiting or working on their premises and work sites or affected by their operations so far as is reasonably practicable
- Use materials, substances and equipment that are either inherently safe or ensure that measures are put in place to ensure safe usage
- Provide suitable protective clothing and other safety equipment where identifiable hazards are unavoidable
- Ensure that all employees and volunteers have the necessary information, training and skills make appropriate assessments of the risks from each work activity, and to carry out their duties and responsibilities competently
- Ensure that all employees and others over whose work control is exercised to any degree are aware of their own responsibilities for safety
- Make suitable and effective arrangements for dealing with fire, security, and other emergencies
- Ensure contractors and others carrying out work on Age UK Barnet premises or in connection with Age UK Barnet business are competent so employees and others are not placed at risk by their activities
- Ensure that when operating from sites or in premises occupied or controlled by others, Age UK Barnet employees, volunteers and contractors work in a safe manner, and comply fully with local rules and procedures that ensure the safety of persons on or near the site
- Allocate sufficient resources so that this policy, and any associated safety policies and procedures, can be implemented effectively across all work activities and places of work under the control of Age UK Barnet
- Monitor performance in safety matters, and review from time to time through the audit process the effectiveness of this policy and the arrangements for its implementation

Age UK Barnet will meet these obligations under the law by actively promoting health, safety, and welfare interests as fundamental to the success of its business activities.

It is the responsibility of employees and volunteers at every level to implement the terms of this policy to the best of their ability.

The policy will be reviewed and revised from time to time to ensure that it continues to provide the basis for good standards of health, safety, and welfare at work for all employees and volunteers.

Signed: (Chief Executive):

Policy date: 30 April 2021

Review date: 30 April 2022