

HEALTH AND SAFETY AT WORK

1. POLICY DOCUMENT

The Health and Safety at work Act requires all employers to produce a written statement of their Health and Safety arrangements. Pharez College has therefore produced this safety Policy that should be read by all members of staff and clients.

The following statement of existing Pharez College Policy is issued in compliance with the Health and Safety at work Act 1974. This policy is reviewed periodically.

2. STATEMENT OF INTENT

“Pharez College aims to ensure that all activities carried out on its premises or undertaken by its staff and students are managed in such a manner so as to avoid, reduce, or control, all foreseeable risks to the health and safety of any person(s) who may be affected by such activities to a tolerable level”

3. GENERAL POLICY STATEMENT

In furtherance of the above statement and the need to ensure compliance with all relevant health and safety legislation, Pharez College will pay attention to the provision of:

- A healthy learning and working environment;
- Suitable and sufficient information, training and supervision to enable all staff and students to comply with the college's Health and Safety Policy
- Arrangements for the safe use, handling, storage and transport of articles and materials
- Appropriate management procedures and consultative arrangements to monitor and audit compliance with Pharez College Health and Safety Policy;
- Appropriate arrangements to assess and control the risks associated with work activities undertaken at Pharez College or by Pharez College personnel;
- Appropriate procurement policies to ensure that Pharez College engages only competent contractors and suppliers.

To assist in the implementation of the Health and Safety Policy not only will appropriate external sources of information be consulted, but Pharez College will also seek advice from its Health and Safety Committee and appoint adequate competent staff to advise on health matters.



4. POLICY IMPLEMENTATION

Health and Safety

When you arrive at the college premises to access our education or service, in the first week a member of staff will show you:

- Where the fire exits are
- Where to go if you hear the fire alarm
- Where the fire extinguishers are
- Who can help if there is fire
- Who can help if there is an accident
- Who to report to if you see something dangerous
- Where you can/cannot smoke

If you hear the fire alarm

- Leave the building/classroom immediately
- Do not go back into the building/classroom for anything
- Follow the fire evacuation procedure

Keeping a safe and healthy environment is everyone's responsibility.

You must follow Health and Safety regulations at all times whilst you are at the centre.