



Health, Safety and Welfare Policy

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Document Control

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Version Control

Version	Description/Changes	By	Date
1.0	Systemic review	CFO	September 2021
2.0	Review and refresh	COO	August 2022
3.0	Review and refresh Systematic review and update – changes in titles to Director of Estates & Facilities and Maintenance Manager.	H&SM	May 2023
4.0	Systemic Review	HSM	May 2024

Approval

Approved By	Meeting Date	Next Review
Senior Leadership Team		
Corporation Board		

Related Policies

Ref.	Policy
HS-02	Fire Policy
SPG-01	Safeguarding and Child Protection Policy
HR-06	Lone Working Policy
HR-16	Staff Wellbeing Policy
SS-07	Bomb Threat Policy
SLT-02	Business Continuity Plan
FM-05	Management of Contractors Working within Moulton College Sites

Equality Impact Assessment

Equality Impact Assessment
The policy has undergone an Equality Impact Assessment (EIA) confirming that there are no negative consequences as a result of implementing this policy.

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SUPPLEMENTARY RECORDS:

SAFETY RECORDS (HELD BY DEPARTMENTS)

Including:

- A comprehensive source of records relating to statutory examination periodic inspection and testing of the work equipment and installations, lifting equipment, fire safety management, asbestos management survey and legionella risk assessment and checks will be found in the Estate Operations.
- Health and safety training and occupational health records will be kept with the Human Resources Department.
- Accident and incident reports, and investigation are kept on Smartlog and by the Health and Safety Manager.

HEALTH, SAFETY AND WELFARE GENERAL POLICY STATEMENT

Moulton College accepts its responsibilities under the Health and Safety at Work etc. Act 1974 with all other current health and safety legislation and directives that may impinge on college activities. We will endeavour to meet the requirements of the legislation and best practice to maintain a safe and healthy working environment for our employees, students and any other persons that may be affected by our activities.

We aim to create and maintain a positive and proactive health and safety culture that secures the commitment and participation of all stakeholders to help us achieve high standards of health, safety and welfare in the workplace.

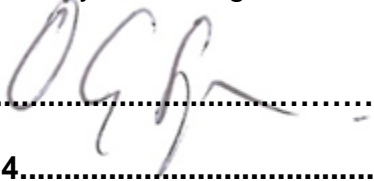
The College recognises its duty to make regular assessment of the hazards and risks created during our activities.

We also recognise our duty, so far as is reasonably practicable to:


- meet our legal obligations to maintain safe and healthy working conditions;
- manage and maintain safe, healthy buildings for all accommodation, social, curriculum and business support areas;
- provide adequate control of the health and safety risks, so identified;
- consult with our employees and students on matters affecting their health, safety and welfare;
- provide and maintain safe plant, machinery, equipment and vehicles;
- ensure the safe transport, handling, use and storage of substances;
- provide information, instruction and training for our employees and students, taking account of any who do not have English as a first language;
- ensure that all employees are competent to carry out their work in a safe manner;
- prevent accidents, incidents, near misses and cases of work-related ill health but ensuring we record all that occur;
- actively manage and supervise health and safety at work;
- have access to competent advice;
- seek continuous improvement in our health and safety performance and management through annual review and revision of this policy, and;
- provide the resource necessary to make this policy and our health, safety and welfare arrangements effective.

We also recognise our duty to co-operate and work with;

- other employers when we work at premises or sites under their control to ensure the continued health, safety and welfare of all those at work;
- other employers and their employees, when they come onto our premises or sites to do work for us, to ensure the health, safety and welfare of everyone at work, and;
- students, contractors and other persons who are lawfully on College premises against risk to their health or safety which might arise out of activities in those places.

Signature.....

Date ...22/07/2024.....

Signature.....

Date ...22/07/2024.....

Principal
The policy is reviewed on an annual basis.

Chief Operating Officer

1. OBJECTIVE

The aim of this policy is to encourage a positive health, safety and welfare culture and, in so doing, contribute to the wellbeing of the College community.

Successful implementation of this policy will significantly help with our performance by reducing injuries, ill health, protecting the environment and reducing unnecessary losses and liabilities.

The College, as an employer and educator, is committed to ensuring that the many and varied activities that we engage in are carried out responsibly, with an understanding of the risks involved and with sensible and proportionate precautions put in place to match those risks. We aim to continue improving the way that health and safety risks are managed, developing a positive health and safety culture throughout the College building the competence and confidence of colleagues in this area.

Crucial to the delivery of this aim is effective leadership and therefore the policy identifies key leadership roles and accountabilities in the College. All Schools and support departments are required to follow this approach in their systems for implementing the Health, Safety and Welfare Policy.

Collaboration and communication with colleagues is an important element of our approach to health, safety and welfare. This policy establishes formal mechanisms to encourage this and aims to promote active involvement from the membership.

The College is a major employer in the area and recognises the need to work with bodies such as the Health and Safety Executive (HSE), Fire and Rescue Service, Environmental Agency and their partners and to engage with further and higher education sector initiatives.

JUNE 2024

2. GOVERNANCE OF HEALTH, SAFETY AND WELFARE

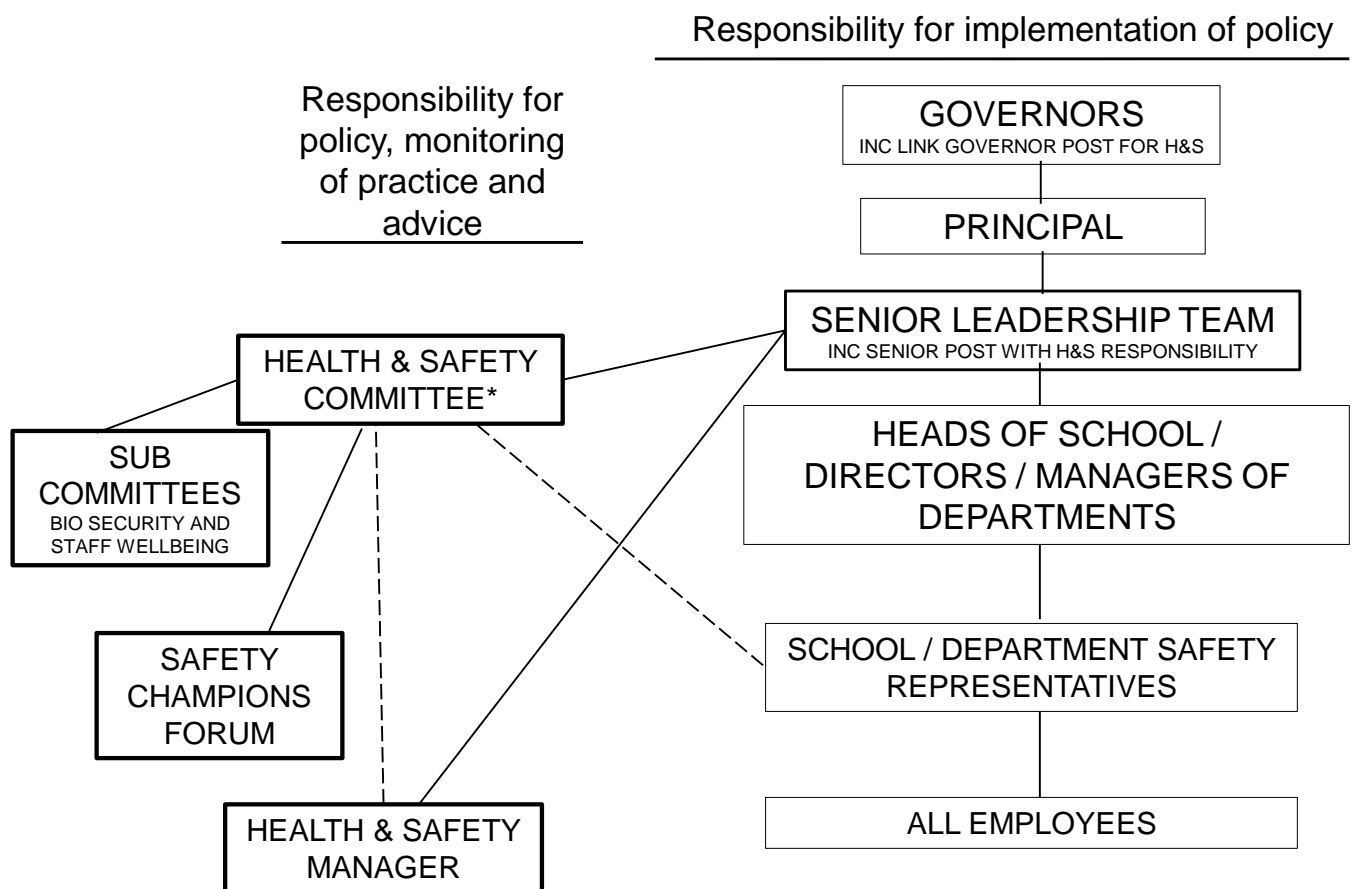
The board of governors have ultimate responsibility for health, safety and welfare management at Moulton College.

The Chief Operating Officer is the senior post holder with responsibility for the achieving the objectives and implementation of the Health, Safety and Welfare Policy.

The policy is executed through key personnel who have been allocated specific responsibilities for managing health, safety and welfare.

Emphasis is placed on recognising potential hazards and taking steps to minimise their effect on employees and others.

The organisational structure set out below shows the key personnel with health and safety responsibilities.



*The Health & Safety Committee reports to Senior Leadership Team (SLT) via representation. It advises and receives feedback from all managers, employees and other committees. The Health & Safety Manager provides advice to all parties and reports directly to the COO, part of the SLT.

3. HEALTH, SAFETY AND WELFARE MANAGEMENT RESPONSIBILITIES

This policy applies to all employees, students, contractors, visitors, premises and activities under the control of the College. If the policy is implemented effectively, not only will the risk of injury and damage be reduced, but also our students will carry forward a positive attitude to health, safety and welfare in their future working lives.

We have identified, but not limited to, a need for and action taken on the key issues below:

THE MANAGEMENT OF HEALTH, SAFETY AND WELFARE

General

Ensure that we:

- Provide and resource an effective health and safety management system
- Provide a suitable means of consultation with employees on health, safety and welfare matters
- Adequate Employers' Liability Insurance cover is arranged and maintained
- Carry out risk assessments to consider health, safety and welfare implications in all areas and activities including when acquiring new premises, equipment, machinery or change in individual circumstances
- Students, visitors and contractors are reminded of their responsibility to act in a safe manner at all times and relevant safety procedures to be brought to their attention
- Contractors (when employed) will send relevant documentation to ensure they are competent and must be monitored and supervised during work by the relevant School or Support department
- A process is in place to identify and report hazards. This can be done by emailing Estate Operations or accidents, incidents and near misses can be reported via SmartLog
- All employees and students are provided with appropriate health and safety training and supervision
- Provide measures to protect the health, safety and welfare of employees working alone
- Monitor and review the health, safety and welfare performance of the College.

Welfare

All employees are entitled to consult with the Employee Assistance Programme (EAP) for advice on health matters. Employees are encouraged to discuss any health problems relating to work in the first instance with their line managers, Human Resources or with Mental Health First Aiders. There are two staff consultation groups for improving welfare – Staff Voice Forum and Staff Wellbeing Group, all staff can contact members to put forward suggestions and answer any questions. The Health & Safety Manager will assist with Display Screen Equipment Assessments and other ergonomic or safety issues but will refer to HR to organise occupational health, on matters outside their skill set.

An occupational health service is outsourced by Human Resources which provides medical advice and assistance for employees that:

- are concerned that aspects of their jobs are making them ill
- cannot perform at work to the best of their abilities due to physical or mental health issues
- provide support and guidance to employees on matters related to health and fitness for work
- provide health surveillance for individuals where required under statutory provisions or where it is of benefit of maintaining health, safety and welfare.

Accidents, Incidents and First Aid

- All accidents, incidents and near misses are recorded via SmartLog. This can indicate potential breakdowns in health and safety arrangements. A copy of the report will go to Health & Safety Department

- Managers must investigate accidents, incidents and near misses, identify causes and initiate corrective actions. Serious (RIDDOR) accidents, the Health & Safety Manager, will support and report to Enforcing Authorities
- Provision of adequate first aid arrangements (first aiders, first aid kit & supplies) for each School or Support Department; see the First Aid Safety Arrangements. A list of first aiders is on the StaffHub under the H&S pages.

Fire and Emergency Arrangements

In line with current legislation and guidance, ensure that:

- Adequate arrangements are in place to deal with fire safety
- Employees and students are aware of fire and evacuation or other emergency procedures
- Fire evacuation practices are undertaken
- All emergency equipment is provided, tested and maintained appropriately
- Adequate Fire Risk Assessments are completed, taking account of the College's buildings (including fixtures and fittings) and the use to which those buildings are put by Schools or Support departments
- Means of escape have adequate directional signage, kept clear and safely available at all times
- Appropriate fire safety training is provided for our employees and students. A full list of fire marshals is available on the StaffHub under the H&S pages
- See the HS-02 Fire Safety Policy, available on the StaffHub under Policy Central.

Risk Assessment

Each School or support department must ensure that:

- Adequate risk assessments are undertaken and documented and safe systems of work are produced for all activities that pose a significant risk of harm
- Outcomes of risk assessments must be communicated to employees, students and others they affect and records kept
- Warn of any special or newly identified hazards in existing procedures or risks in new procedures about to be introduced
- Risk assessments for individuals must be produced as and when required, such as New and Expectant Mothers (NEM), young persons and lone workers assessment checklists are all available on the StaffHub
- Training and assessments for Display Screen Equipment (DSE) must be completed by all users via SmartLog eLearning. Further assistance can be provided by the Health & Safety Manager.

Premises

In line with current legislation and guidance, the college must ensure that:

- There is a suitable, safe environment with adequate welfare facilities for all occupants
- Fixed electrical installations are adequately installed and maintained by qualified persons
- Any risks posed by asbestos is controlled and managed
- Gas equipment and installations are checked on an annual basis by qualified persons
- Good housekeeping standards are instigated and maintained
- Legionella is appropriately risk assessed, regularly tested and maintained

Any premises faults or maintenance issues can be reported to Estate Operations

Work Equipment

In line with current legislation and guidance, each School or support department must ensure that:

- All equipment provided by the College is suitable and properly used
- All work equipment is adequately maintained, inspected, tested and safe for use
- Portable electrical appliances are adequately maintained, inspected and tested

- Personal Protective Equipment (PPE) for employees, is worn as per risk assessment requirements, provided free of charge, replaced as necessary, gives suitable protection, used correctly, information, instruction and training is provided.

Substances

Each School or support department must ensure that:

- All substances are appropriately assessed, stored and disposed of in the correct manner
- Material Safety Data Sheets (MSDS's) are available
- All substances are used safely and training is given, where necessary
- Personal Protective Equipment (PPE) regulations complied with, as above.

Health and Safety Awareness and Competence

Each School or support department must ensure that employees and students have:

- Appropriate awareness of health and safety risks and of their own roles and responsibilities
- Necessary competence to perform tasks which can impact on their or others health, safety and welfare
- Training is provided by the School or department, where necessary, so awareness and competence can be achieved.

Health, Safety and Welfare Concerns

It is expected that most health, safety and welfare problems will be resolved by discussions within the department concerned. An individual with a concern about a health, safety or welfare matter should discuss it initially with their line manager, tutor or safety representative. If not resolved, it should be brought to the attention of the Health & Safety Manager and/or Health and Safety Committee, when required.

4. SAFETY RESPONSIBILITIES

Board of Governors:

Has ultimate responsibility for health, safety and welfare management within the College. This responsibility will be discharged on behalf of the Governors on a day to day basis by the senior post responsible for health and safety.

The Board of Governors, under the requirements of the Health and Safety at Work Act etc. 1974, is responsible for issuing a written statement covering the general policy with respect to health, safety and welfare at work of employees, students and others affected by the undertakings of the College.

The Board of Governors shall ensure that they receive sufficient information on the status of the College health and safety management systems to satisfy themselves that all statutory requirements are being met, through the link governor scheme which will provide assurance to the board. While statutory compliance will be accepted as a baseline standard, the Board of Governors will ensure that the College is constantly moving towards best possible health and safety practice.

Principal:

Is responsible for achieving the objectives of the College Health, Safety and Welfare Policy and ensuring the provision and maintenance of a framework that will provide and maintain safe and healthy working conditions for all those for whom the College is responsible, therefore guaranteeing effective implementation of the policy and for assuring the Board of Governors about these matters.

The Principal is advised by the Health and Safety Committee on the management standards and systems to deliver agreed policies and objectives and ensure that these systems are being effectively applied. The Health and Safety Committee may take appropriate action where standards are not being met.

Senior Post Responsible for Health and Safety:

Is accountable to the Principal for all matters relating to health, safety and welfare of employees, students and others affected by the Colleges operations. In particular the senior post responsible for health and safety will:

- Chair the Health & Safety Committee
- Understand and ensure that the implications and duties imposed by current, new legislation, or statutory instruments, needing to be brought to the attention of the SLT and Board of Governors
- Bring college related health, safety and welfare matters to the attention of the SLT at regular intervals
- Liaise with the person appointed in the role of Health & Safety Manager over the full range of their duties and responsibilities, with respect to inspections, audits, report recommendations, changes in legislation and advice obtained from other sources
- Ensure adequate means of distributing and communicating health, safety and welfare information obtained for the H.S.E., safety organisations and trade associations regarding new techniques of accident prevention, new legislation requirements and codes of practice etc
- Ensure that an adequate programme of training for health and safety is established and that the safety culture is encouraged amongst employees
- Always set a personal example by using the correct personal protective clothing/equipment and following all safety requirements and procedures.

Senior Leadership Team (SLT):

Health, safety and welfare is a key line management responsibility and the College is committed to ensuring that it is an integral part of the core management activity of the College.

SLT are responsible for implementation of the policy within their areas of control, for ensuring that individuals under their line management take necessary action to satisfy the requirements of the policy, and for ensuring that adequate resources are allocated to enable them to meet their health, safety and welfare responsibilities.

They will lead by example in communicating and promoting this policy and the aim will be to strive for continuous improvement in health and safety performance. They will always set a personal example by using the correct personal protective clothing/equipment and following all safety requirements and procedures.

Health and Safety Committee:

The committee meets the statutory arrangements under the Safety Representatives and Safety Committees Regulations 1977 (as amended) and meetings are held no less than once per term. The remit of the Health and Safety Committee members in relation to this Policy¹ is to:

- attend and positively participate in meetings
- advise on matters relating to general health, safety and welfare
- recommend actions necessary to implement health, safety and welfare policies and procedures
- monitor the extent of compliance with health, safety and welfare policies and procedures
- recommend actions necessary to address areas of non-compliance
- provide a forum for consultation and discussion of health, safety and welfare matters
- promote a culture of consciousness of health, safety and welfare with continuing improvement
- monitor incident statistics, in order to review trends and contribute to developing plans and initiatives required to address incident trends or particular areas of concern
- set up sub committees as required
- to provide feedback to their areas they represent.

Health and Safety Champions Forum:

Working together to improve the health, safety and welfare of staff and students. The remit of the Safety Champions Forum is to advocate for change in relation to health, safety and welfare,

¹ The H&S Committee is also responsible for monitoring the operation of other H&S-related policies

promote general awareness and good practice, to encourage all to identify and report hazards, and competently participate in health and safety forums.

Directors / Heads of School / Managers of Departments:

The key to effective health, safety and welfare management within the College is the management action taken by individual Schools / departments.

Directors, Heads of School and Departmental Managers are in control of the management of health, safety and welfare in their area and therefore responsible for implementation of this policy. They are accountable to the SLT for leading and managing their department in accordance with the Health, Safety and Welfare Policy.

Each Director, Head or Manager is responsible for appointing a safety representative who will co-ordinate and help with developing, implementing and maintaining an effective health and safety management system which is appropriate.

If a formal appointment of a Safety Representative or Champion is not made, the Director, Head of School, Departmental Manager will automatically fill the post by default.

Responsibilities include:

- positively and proactively promoting the effective implementation of our occupational health and safety policies and procedures
- facilitating open communication on all occupational health, safety and welfare issues throughout their department
- integrating occupational health, safety and welfare issues into operational planning
- monitoring the performance of their department in relation to occupational health, safety and welfare management
- bringing to the SLT's immediate attention any breach of health and safety
- providing a reasonably practicable level of safety for employees, students and others in their work or study area
- developing and implementing subject-specific, safe-working practices and procedures, where required
- facilitating regular safety inspections of work areas, operations and all other areas under their control
- assisting their junior managers / supervisors to discharge their health and safety responsibilities
- appointing appropriate employees within their School / department² to fulfil the role of department safety representative, fire marshals and first aiders
- ensuring that activities taking place in their area of responsibility are subjected to the college's risk assessment processes
- ensuring employees, students and visitors in their work area are aware of the procedures they should follow in an emergency, paying attention to anyone with special needs
- actively monitor and audit their departments health, safety and welfare performance
- will be members of the Safety Champions Forum.
- they will lead by example in communicating and promoting this policy and the aim will be to strive for continuous improvement in health and safety performance.
- they will always set a personal example by using the correct personal protective clothing/equipment and following all safety requirements and procedures.

Responsibilities of Supervisors:

The college requires all managers and supervisors, including any such persons not actually employed by the college (i.e. Contractors), to demonstrate positive leadership in the management of health and safety, ensuring that good practice is promoted and encouraged in their areas of control. They have particular duties of promoting health and safety when in charge of students, employees, visitors, either individually or in groups, contractors and sub-contractors and must ensure that adequate safe working arrangements are based on suitable and sufficient risk assessments. Managers and supervisors should have copies of

² Small Schools/departments may be represented by a member of employees of another department /School.

relevant risk assessments. In cases of uncertainty, advice should be sought in the first instance through the line manager.

They will lead by example in communicating and promoting this policy and the aim will be to strive for continuous improvement in health and safety performance.

They will always set a personal example by using the correct personal protective clothing/equipment and following all safety requirements and procedures.

Responsibilities of the Health & Safety Manager:

- carry out the general health, safety and welfare co-ordinating role in the College
- advise management and/or safety representatives to investigate and record incidents
- analyse and produce reports on incident statistics
- co-ordinate the monitoring of safety performance by reference to accident reports, regular health and safety inspections
- provide help and advice to line managers, including any breaches of Health, Safety and Welfare Policy and procedures that may result in disciplinary action for either employees or students
- advise and assist in the development, implementation and review of health, safety and welfare policies and procedures, reviewing annually and revising, if necessary
- maintain awareness of the introduction or changes of any health and safety legislation or standards that may affect the College, and takes whatever steps are appropriate to implement such standards, seek expert advice wherever necessary to achieve a good level of compliance
- assist with and recommend training solutions, in consultation with Human Resources, required to support the implementation and on-going management of our health and safety procedures, through induction, risk assessments, input from managers, employees and safety representatives
- advise on a regular programme of risk assessment to analyse and keep under review work activities, and help develop safe systems of work
- to make periodic inspections of the college property to ensure that relevant health and safety legislation and college policies and codes of practice are being complied with
- manage the interface between the college and the Health and Safety Executive (HSE), the Fire and Rescue Service and other regulatory, enforcement agencies and insurance, when necessary
- work with the Estate Operations to ensure good management of statutory inspections, fire arrangements, equipment, legionella and asbestos.
- they will lead by example in communicating and promoting this policy and the aim will be to strive for continuous improvement in health and safety performance.
- they will always set a personal example by using the correct personal protective clothing/equipment and following all safety requirements and procedures.

Responsibilities of Individual Employees and Students:

Everyone has a role in promoting a healthy, safe environment in all that the college does. All employees and students shall conduct their activities and those activities over which they have control in a safe, competent manner so as not to endanger themselves or others around them, in accordance with the policy and any associated codes of practice.

The degree of responsibility carried by particular individuals will depend on the nature and extent of their work. They must co-operate with line management to ensure safe working practices are always employed.

Curriculum staff know most about their associated work activities, as well as teaching in their discipline. They must, therefore, not only ensure their own health, safety and welfare but that of anyone who might be affected by their own work, or the work of colleagues and students.

There is a duty to report accidents/incidents and any concerns they have on health, safety or welfare via SmartLog. Any faults or damage should be reported to Estate Operations. Failure to do so could result in disciplinary action.

It is a statutory requirement that all employees are competent and have received the necessary instruction, training and guidance to carry out their duties in a safe manner. Should any individual employees feel concern over the safety aspects of their work or a more general concern about health, safety or welfare at the college, they should initially bring their concern to the attention of the line manager or safety representative, and if necessary, inform the Health & Safety Manager. Students should raise concerns through their tutor.

Our Health, Safety and Welfare Policy and any supplemental guidance documents, checklists and safety arrangements are available on the health & safety pages on the StaffHub. Further details of safeguarding students can be found in the Safeguarding Policy on the StaffHub.

Contractors:

As a major employer, the college has a role in promoting and encouraging good practice in health, safety and welfare amongst the contractors it engages. Contractors must only carry out work that they are competent and contracted to do. They must adhere to legislation and to the College's health, safety and welfare policies and procedures and ensure that their activities do not place themselves or the College's employees, students or visitors at risk.

There must be communication and co-operation between contractors and the college. Any department engaging a contractor must ensure that the contractor is provided with relevant information relating to the college's health, safety and safeguarding procedures, particularly the arrangements for working with children, actions to be taken in the event of fire or other emergency. Similarly, the contractor must inform the college of anything that may be a health and safety concern to the college's employees, students or visitors.

All contractors must adhere to the Health, Safety and Welfare, Fire, Visitors, Safeguarding and Contractors Policies. Where relevant, departments must set out local safety arrangements for managing any contractors that they engage.

Tenants:

Tenants/third parties occupying locations on campus are directly responsible for all health and safety matters which relate to them and their occupation. They must comply with all current health and safety legislation and the college's Health, Safety and Welfare Policy, where applicable, on such matters. Failure to do so could be classed as a breach of the tenancy agreement.

Shared Premises:

Where the college shares premises with another employer or is the tenant of another employer, special and specific arrangements must be agreed with the other party to ensure that there is appropriate co-ordination and co-operation in relation to the health, safety and welfare of college employees, students and visitors.

Visitors:

All visitors must sign in with reception and are expected to follow any safety instructions of the college, follow the requirements of the safety signs and not enter any prohibited areas without the permission and presence of a member of college staff.

5. MONITORING

The operation of this policy and arrangements is actively monitored through the periodic review of our completed Safety Records by the Health and Safety Committee. We also undertake a departmental health and safety management review to determine whether our existing health, safety and welfare procedures and arrangements are adequate this will be co-ordinated with the Health and Safety Manager and School or departmental safety representative or senior manager.

- Each School / department must monitor their health, safety and welfare arrangements to ensure that they are performing as intended;

- The main monitoring tool will be periodic inspections of its activities, review of accidents/ incidents, training, supervision and risk assessments;
- The Director, Head of School, Departmental Manager must assign employees to carry out the monitoring and ensure that they are competent so to do;
- Each School/department must report on its health, safety and welfare engagement to the H&S Committee.

NOTE: Those persons allocated responsibilities for health, safety and welfare should ensure that the required risk assessments and safety records are completed, either by them or by other persons and that the required control measures are implemented when work activities take place.

Where more than one person has been assigned responsibility to a particular subject, each should ensure they have completed records for the areas under their control and together should ensure that the organisation has, collectively, covered all aspects of safety management for that subject or area.

6. SAFETY ARRANGEMENTS

The health, safety and welfare arrangements applicable to a particular activity in the College will be driven by the:

- Health, Safety and Welfare Policy;
- Fire Policy and Procedures;
- Risk assessments, policies and procedures of the Schools and departments controlling activities;
- Any detailed safety policies, arrangements and/or guidance notes on specific issues are issued by the subject governing body, Health and Safety Manager or Committee on behalf of the Board of Governors.

The College has established the Health and Safety Committee, with the responsibility to determine the health, safety and welfare management strategy and policies necessary for the College to discharge its legal obligations regarding health, safety and welfare.

Directors, Heads of School and Departmental Managers are responsible for the overseeing of arrangements for health, safety and welfare within their area in order to ensure that they are functioning in accordance with the College's policies. They are responsible for the health, safety, and welfare of all persons who are lawfully in the buildings under their charge and are required to bring to the notice of all employees a written statement describing the organisation and arrangements for safety within their departments, institutions or units.

The Health, Safety and Welfare Policy is supported by safety arrangements in several supporting documents with additional policies, procedures and guidance notes on specific topics which can be found on the StaffHub under the H&S pages.

This policy supersedes all previous versions of College Health and Safety Policy. It will be reviewed annually by the Health and Safety Manager and Health and Safety Committee Members.

The names of the safety representatives and champions forum are available on the StaffHub under the H&S pages.

The Health & Safety Committee will comprise of the Senior Post Holder responsible for Health & Safety, Director of Estates, Executive Director of Human Resources, the Health & Safety Manager, plus at least 3 staff members from the curriculum team, 3 staff members from the support areas. The link governor for Health & Safety will retain the right to attend any Health & Safety Committee Meetings, Subcommittee Meetings and Safety Champion Forums.

7. LEGAL REGISTER FOR HEALTH, SAFETY AND WELFARE

In most cases health and safety legislation requires common sense, reasonably practicable precautions to avoid the risk of injury or ill-health at work. Our health, safety and welfare management system does not quote specific legal references, giving instead the information and detail of what is required in practice to secure compliance. If the guidance and requirements of our health, safety and welfare management system are adopted, compliance with the legal requirements will be achieved.

This page sets out, for the record, details of the main statutes and regulations affecting health and safety at work that were in force when this policy was prepared. Not every piece of the legislation will apply to our operation on a day-to-day basis, but we need to be aware of them should circumstances change:

- Acetylene Safety (England and Wales and Scotland) Regulations 2014 (The)
- Agriculture (Safety, Health & Welfare Provisions) Act 1974
- Animal Health Act 1981
- Animal Welfare Act 2006
- Building Regulations 2010
- Chemicals (Hazard Information and Packaging for Supply) Regulations 2009
- Confined Spaces Regulations 1997, ACOP L101
- Construction, Design and Management Regulations 2015
- Controlled Waste Regulations 2023 (The)
- Control of Asbestos Regulations 2012, ACOP L127, L143
- Control of Electromagnetic Fields at Work Regulations 2016
- Control of Lead at Work Regulations 2002
- Control of Noise at Work Regulations 2005, Guidance L108, INDG362
- Control of Pollution (Oil Storage) Regulations 2001 (The)
- Control of Substances Hazardous to Health Regulations 2002, as amended ACOP L5, L8
- Control of Vibration at Work Regulations 2005, Guidance L140 & L141
- Corporate Manslaughter and Homicide Act 2007
- Countryside and Rights of Way Act 2000
- Dangerous Substances (notifications and markings of sites) regulations 1990 (Amended 2013) (The)
- Dangerous Substances and Explosive Atmosphere Regulations 2002, ACOP L134, L135, L136
- Disclosure & Barring Regulations 2012
- Electricity at Work Regulations 1989, Guidance HSR25, HSG85,
- Environmental Damage Prevention and Remediation Regulations 2009
- Environmental Protection Act 1990
- Employers Liability (Compulsory Insurance) Regulations 2008, Guidance HSE 40
- Employment of Women, Young Persons and Children Act 1920
- Equality Act 2010
- Factories Act 1961
- Fire Safety Act 2021
- Food and Environment Protection Act 1985
- Food Safety Act 1990
- Furniture and Furnishings (Fire) (Safety) Regulations 1988, as amended 1993
- Gas Appliances (Safety) Regulations 1995, as amended
- Gas Safety (Installation and Use) Regulations 1998, ACOP L56
- Gas Safety (Management) Regulations 1996
- Hazardous Waste Regulations 2005 (as amended England 2009)
- Health Act 2006 (The) (the smoke free Regulations 2007)
- Health and Safety Offences Act 2008
- Health and Safety at Work etc. Act 1974
- Health and Safety (Consultation with Employees) Regulations 1996, Guidance L95

- Health and Safety (Display Screen Equipment) Regulations 1992, Guidance L26
- Health and Safety (First Aid) Regulations 1981 (revised 2013), ACOP L74
- Health and Safety Information for Employees Regulations 1989, as amended
- Health and Safety (Miscellaneous Amendments) Regulations 2002 (The)
- Health and Safety (Miscellaneous Revocations and Amendments) Regulations 2013 (The)
- Health and Safety (Safety Signs and Signals) Regulations 1996, Guidance L64
- Health and Safety (Training for Employment) Regulations 1990
- IET Wiring Regulations (BS7671) 19th Edition
- Ionising Radiations Regulations 2017
- Licensing (Intoxicating Liquor) Act 1964
- Licensing (Young Persons) Act 2000
- Lifting Operations and Lifting Equipment Regulations 1998 (LOLER) ACOP L113
- Lifts Regulations 1997
- Management of Health and Safety at Work Regulations 1999, as amended, ACOP L21
- Manual Handling Operations Regulations 1992, as amended, Guidance INDG382, HSG113 and L23
- Notification of Employment of Persons Order 1964
- Occupiers Liability Act 1984
- Offices, Shops and Railway Premises Act 1963
- Personal Protective Equipment Regulations 1992, as amended, (PPE) Guidance L25, HSG53
- Pesticides Act 1998
- Plant Protection Products regulation 2011
- Plant Protection Products (sustainable use) Regulations 2012
- Pressure Systems Safety Regulations 2000, ACOP L122
- Provision and Use of Work Equipment Regulations 1998 (PUWER), ACOP L22
- Radiation (Emergency Preparedness and Public Information) Regulations 2001
- Registration, Evaluation, Authorisation and Restriction of Chemicals Regulations 2007 (REACH) (The)
- Regulatory Reform Fire Safety Order 2005
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013, Guidance L73
- Safety Representatives and Safety Committees Regulations 1977
- Special Waste Regulations 1996 (The)
- Smoke Free (Signs) Regulations 2012
- Town and Country Planning (Trees) Regulations 1999 (amended 2008)
- Waste Electrical & Electronic Equipment Regulations 2013
- Waste (England & Wales) Regulations 2011 (The) (as amended 2014)
- Work at Height Regulations 2005, as amended, Guidance INDG401
- Workplace (Health, Safety and Welfare) Regulations 1992, ACOP L24
- Working Time Regulations 1998 and 2003