

Tom Beetham trading under 'MINDmatter'

Health & Safety Policy

Policy Statement

1. It is the policy of **MINDmatter** to comply with the terms of the Health & Safety at Work Act 1974 and subsequent legislation, to provide and maintain safe and healthy working conditions, equipment and systems of work for all our employees and to provide such information, training and supervision as they need for this purpose.

2. **MINDmatter** also recognises and accepts its responsibility to protect Health & Safety of all visitors to the workplace (including contractors, temporary staff and any members of the public) who might be affected by its activities.

3. **MINDmatter** also recognises and accepts its responsibility to protect health & safety of all its employees, volunteers, contractors, service users and visitors when undertaking activities outside the registered premises. The company will comply with the terms of the Health & Safety policy and procedures of the third party and carry out risk assessments as appropriate.

4. **MINDmatter** will ensure risk assessments are carried out as appropriate to ensure the needs of customers with disabilities and or learning difficulties are met and monitored.

5. A copy of this policy will be issued to all members of staff and the policy will be kept up to date and the way in which it is operated will be reviewed each year.

6. The responsibility for specific arrangements and implementation of the policy lies with the Director.

Signed: Tom Beetham

Adopted Date: 16/10/2019

Review Date: 16/10/2020