



HEALTH AND SAFETY POLICIES AND PROCEDURES

INTRODUCTION

This policy is applicable to all staff, students and Members of the Corporation of Herefordshire College of Technology.

STATEMENT OF GENERAL POLICY

Herefordshire College of Technology is committed to providing a healthy and safe environment in which to work and learn.

The health, safety and welfare of learners, employees and visitors is a fundamental value of the College. Herefordshire College of Technology will endeavour to ensure that suitable arrangements for learner, employee and visitor health and safety are in place and will take appropriate action when standards are not met.

Herefordshire College of Technology believes that everyone at the College is entitled to learning that takes place in a safe, healthy and supportive environment. In addition, we consider that safe learning is essential to maximise learners' experience and achievement.

The 'safe learner' concept is central to our policy. We will promote risk education and awareness and the learning of health and safety as an integral part of our courses and encourage and support the raising of standards and 'best practice' approaches, working in partnership with key stakeholders including the Learning and Skills Council.

POLICY STATEMENT

The Board and Management Team of Herefordshire College of Technology acknowledge their 'duty of care' in seeking to ensure that the College's operations cause no loss or injury to employees, learners or any other party. This duty has to be balanced against the need to provide stimulating and career enhancing opportunities for both students and employees; measures to ensure health, safety and welfare will be regularly monitored to try and achieve this balance.

It is College policy to ensure that the requirements of criminal law in relation to health, safety and welfare at work are adopted as a minimum standard in respect of both employees and learners. Visits by enforcing authorities will receive the full co-operation of the Management Team, and diligent efforts will be made to comply with any consequent recommendations.

Every effort will be made, within resourcing constraints, to ensure that hazardous processes are controlled by the most up to date methods. The environmental impact of the College's operations will also be carefully monitored to ensure both legislative compliance and good community relations.

The College believes that co-operation and communication with employees is key to the management of health and safety issues. It seeks to encourage staff involvement through regular formal meetings with representatives of recognised trade unions and through an open approach to the reporting of safety deficiencies through standing reporting procedures. Employees are expected to play their part by co-operating with measures introduced in the interests of safety and not to deliberately act in a way to prejudice their own, colleagues, or students' safety.

Management of health and safety will be modelled on the framework proposed by the Health and Safety Executive in its publication, 'Successful Health and Safety Management,' with clearly defined responsibilities, coherent risk identification and control processes, and effective means for measuring performance and auditing compliance. The College considers health and safety to be an integral part of management processes and therefore a line management function.

Signed:

Ian Peake
Principal and Chief Executive