



Health and Safety Policy

1. Introduction

Tambu Ayis Support Service (TASS) is committed to providing a safe and healthy environment for its staff, volunteers, service users, and visitors. This Health and Safety Policy outlines our commitment to complying with the Health and Safety at Work etc. Act 1974 and other relevant regulations.

2. Responsibilities

2.1 Board of Directors: The Board of Directors has overall responsibility for health and safety within TASS. They will ensure that adequate resources are allocated to maintain a safe working environment.

2.2 Executive Director: The Executive Director will be responsible for the day-to-day implementation of health and safety policies and procedures. They will ensure that staff and volunteers are adequately trained.

2.3 Staff and Volunteers: All staff and volunteers have a responsibility to take reasonable care of their own health and safety and that of others. They must follow all safety guidelines and report any hazards or concerns promptly.

3. Risk Assessment

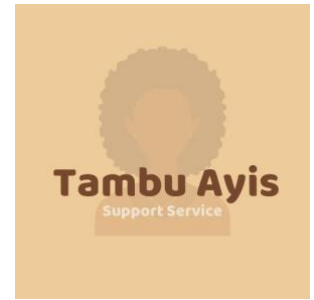
3.1 Identification of Hazards: TASS will regularly conduct risk assessments to identify potential hazards in the workplace. This includes both physical and psychological hazards.

3.2 Risk Mitigation: Measures will be put in place to mitigate identified risks. This may include changes to work processes, the use of protective equipment, and providing training on hazard awareness.

4. Training and Information

4.1 Induction Training: All new staff and volunteers will receive health and safety induction training. This will include information on emergency procedures, first aid, and reporting hazards.

4.2 Ongoing Training: Regular training sessions will be conducted to ensure that staff and volunteers are aware of any updates to health and safety procedures and protocols.



5. Emergency Procedures

5.1 Evacuation Plans: TASS will have clear evacuation plans in place, and all staff and volunteers will be familiar with these plans. Regular fire drills will be conducted.

5.2 First Aid: Adequate first aid provisions will be maintained, and trained first aiders will be identified. First aid kits will be accessible and regularly checked.

6. Reporting and Investigation

6.1 Reporting Hazards: All staff and volunteers are encouraged to report any hazards, near misses, or accidents promptly. An incident reporting system will be in place.

6.2 Investigation: Incidents will be investigated promptly to determine the root cause and prevent recurrence. Findings will be used to improve health and safety practices.

7. Compliance with Legislation

7.1 Legal Compliance: TASS will comply with the Health and Safety at Work etc. Act 1974 and other relevant health and safety legislation. Any changes in legislation will be promptly addressed.

8. Review and Updates

This Health and Safety Policy will be reviewed periodically to ensure its effectiveness and relevance. Any necessary updates will be communicated to staff, volunteers, and relevant stakeholders.

Approval:

Miranda Josiah
Founder/Director
Tambu Ayis Support Service (TASS)

Adopted on:	October 2023
Review on:	October 2024