

## **ABO HEALTH AND SAFETY POLICY**

ABO recognises and accepts its responsibilities as an employer for ensuring so far as is reasonably practicable, the health and safety at work of all its employees and other persons who may be affected by activities under ABO's control.

ABO will ensure that the policy is fully implemented. The statement will be reviewed periodically and amended as necessary.

### **OBJECTIVES**

ABO will endeavour to minimise accidents, ill health and injuries. This will be achieved, so far as is reasonably practicable, by the provision and maintenance of:

Equipment and systems of work that are safe and without risks to health.

Safe arrangements for the use, handling, storage, and transport of articles and substances.

Sufficient information, instruction, training, and supervision to enable all employees to avoid hazards and contribute positively to the health and safety at work of themselves and others that may be affected.

A safe healthy place of work and safe access to it

Adequate welfare facilities relevant to the health and safety at work ABO's employees

### **SPECIFIC RESPONSIBILITIES OF THE MANAGER**

Overall responsibility for implementing the Health and Safety Policy lies with ABO's Trustee's

### **SPECIFIC RESPONSIBILITIES OF THE MANAGER**

The Manager will be responsible for health and safety at work matters and for carrying out ABO's Health and Safety Policy in this respect and should draw it to the attention of all Organisations' staff. The Manager will also have responsibility for:

Dissemination of information and advice from the Health and Safety Commission, Health and Safety Executive, and other outside bodies.

Seeking advice and information on specific issues.

Arranging for health and safety training.

Taking all necessary measures to eliminate/control potential and existing hazards.

Monitoring fire evacuation drills.

Ensuring that staff are aware of fire procedures including assembly point, fire exit, fire call point, extinguishers.

Investigate all accidents promptly to discover their cause and eliminate recurrence.

Complete the accident reporting procedure.

To ensure that all staff know accident reporting procedures, first aiders, and the location of First Aid Kits.

Periodically review accident figures and reporting them to the Trustee's.

Advising Organisation's Trustees of financial implications and budgetary requirements relating to health & safety at work.

### GENERAL RESPONSIBILITIES OF EMPLOYEES

Employees should have a general responsibility not to endanger themselves or others and to report any problems noticed.

Employees should familiarise themselves with the safety policy and comply with it.

Employees should report any health and safety problems to the Manager.

### Training

Effective child protection policy and procedures are necessary to ensure good practice and they shall be underpinned by the provision of training.

All employees and volunteers who will have direct and regular contact with children or young people shall receive training in:

- risk and need assessment
- national and local area child protection procedures
- working in partnership with other agencies
- an understanding of the definitions of abuse and neglect
- roles and responsibilities in instances of 'disclosure' by children and young people
- skills and tools for working with children and young people

Specialist input to training shall be provided when required.

## Supervision and management of employees and volunteers

ABO considers that the management of employees and volunteers is a crucial element of effective practice and all employees and volunteers shall receive regular supervision that addresses child protection issues. Any decisions made shall be recorded and retained on file.

Project Managers shall establish links with the area Child Protection Team to ensure familiarity with local procedures and agree a local protocol for reporting incidents or concerns. All employees and volunteers shall be made aware of the agreed protocol.

I agree as an employee/coach/volunteer/member (please circle) of Adaptive Boxing Organisation CiC to adhere to the above policy and my failure to do so will result in my dismissal and removal from the building.

Name

Date

Counter signature

Date