



Health and Safety Policy

Businesses that are successful in achieving high standards have health and safety policies which contribute to their business performance whilst meeting their responsibilities to people and the working environment in a way which fulfils the spirit and letter of the law.

The legal requirements:

- Unless we are exempt from certain provisions, our business has to comply with the requirement to have a written statement of General Policy on Health and Safety for the protection of our employees and others who may be affected by our work activities.
- Our statement is important because it is our basic action plan on health and safety. To achieve this Health and Safety General Policy, along with the outlined procedures, a full appraisal of needs and requirements was undertaken in the form of inspections and assessments.
- Our health and safety policies and procedures reflect our commitment to a planned and systematic approach to policy implementation.
- A full review is to be undertaken from time to time to ensure high standards and commitment are maintained.
- Our risk assessments are to be reviewed annually with timescales indicated.

We at Halcyon Creative Kids recognise our duties under the Health and Safety at Work etc. Act 1974 and the accompanying protective legislation. We will endeavour to meet the requirements of this legislation so as to ensure that we maintain a safe and healthy working environment.

The Halcyon Creative Kids recognises so far as is reasonably practicable the duty to ensure the following:

- to provide adequate resources to maintain a safe place of work, safe systems of work, safe equipment and a healthy and safe working environment;
- to ensure that hazards are identified, and regular assessments of risks are undertaken;
- to provide information, instruction and training as is necessary to ensure employees and others are assured of a safe and healthy working environment;
- to promote the awareness of health and safety and encourage health and safety best practice throughout our organisation;
- to ensure we are taking the appropriate protective and preventative measures;
- to ensure that we have access to competent advice and are able to secure compliance with our statutory duties.

In order that we can achieve our objectives, and ensure our employees recognise their duties under health and safety legislation whilst at work, we must ensure that we inform them of their duty to take reasonable care of themselves and others that may be affected by their activities.