



## **Health and Safety Policy**

### **Our Statement of General Policy is:**

- To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities
- To provide adequate training to ensure tutors and assessors are competent to do their work
- To engage and consult with tutors and assessors on day-to-day health and safety conditions
- To implement emergency procedures – evacuation in case of fire or other significant incident according to the site tutors and assessors are working at.
- To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances.

### **The duties of course organisers, tutors and assessors are to:**

- Take reasonable care of their own health and safety, and that of others who may be affected by their acts of omissions at work
- Fill out the STA Health and facilities checklist on the STA online system for the individual site at course registration and inform tutors/assessors of any risk
- Co-operate with others within the ATC to fulfil our statutory duties
- Not interfere with, misuse or wilfully damage anything provided in the interest of health and safety
- Report any breach in health and safety to the individual site manager/representative

This policy will be reviewed from time to time but minimum annually to ensure that this policy complies with Health and Safety Legislation and to help keep everybody safe.