

## Health and Safety Policy

### Statement of Intent

It is Exsportise policy to take all reasonable practicable steps to ensure the health and safety of all students and staff whilst they are at Exsportise and to extend the same care to members of the public visiting our venues. It is our responsibility to ensure that all safety standards are complied with. Staff have a duty to work in a safe manner and report any hazards promptly to the Centre Manager. The General Statement of Policy is shown below.

### General Policy Statement on Health & Safety

Exsportise is committed to providing a healthy and safe working environment for all students and staff and is committed to ensuring that we do not adversely affect the health and safety of any person(s) who could be affected by our actions.

We recognise that the successful business management of health and safety contributes to overall performance in a quality business.

### Health and Safety Organisation

- **CEO:** overall responsibility for all aspects of Health and Safety.
- **Centre Managers:** ensuring the Health and Safety policy is implemented at his / her camp.
- **Medical Officers:** advising on health matters including occupational health.
- **Medical Offices, Welfare Manager, House Parents, DoS, Head Coaches and Events & True Me Managers:** ensuring necessary Health and Safety measures are applied in a medical environment, boarding houses, classrooms, during specialist academy sessions and the evening entertainment programme.
- **Teachers, Coaches, Course Assistants:** ensuring that Health and Safety measures are followed by students under their control.
- **All Exsportise staff:** taking personal responsibility for their own wellbeing and for health and safety of others who may be affected, directly or indirectly, by their behaviour.

### Exsportise is committed to:

- Compliance with all relevant statutory requirements, codes of practice and guidance on achieving best practice.
- Developing and constantly reviewing a positive health and safety culture throughout the company.
- Making available suitable and sufficient information, instruction, training and supervision to staff and others who could be affected by our actions.
- Reducing and, wherever possible, eliminating accidents and near misses related to the running of our camps.
- Ensuring staffs' understanding of and compliance with their own responsibilities under health and safety law.
- Ensuring that staff consultation facilities regarding health and safety are provided and valued by Exsportise.

**We expect all staff members to be leading examples of good health and safety practice by:**

- Ensuring that staff do not adversely affect either their own or anyone else's health and safety by their own acts or omissions.
- Working in accordance with their training and in accordance with our policies and procedures.
- Using all personal protective equipment correctly as provided.
- Reporting all defects or potential hazards to the Centre Manager.
- Participating in good housekeeping.
- Reporting all accidents and assisting in subsequent investigations.

Exsportise considers health and safety to be of the utmost importance and therefore, failure to cooperate with our health and safety procedures will be treated as a serious breach of contract and will be dealt with accordingly.

### **Accidents**

Exsportise will comply with all statutory requirements in terms of Accident Reporting and First Aid.

All accidents will be investigated by us and appropriate measures taken to prevent their reoccurrence. If an accident occurs involving a visitor or contractor, the facts must be reported and investigated in the same way – including the individual's name and address. Under no circumstances must liability be admitted for the accident. All accidents must be reported immediately and details recorded in the Accident log on the Exsportise shared drive.