



Purple Elephant Health and Safety Policy

Health and Safety wellbeing relies on co-operation between members of staff, volunteers and management.

1. We are committed to ensuring the safety of our employees, customers and anyone else affected by our services, events and activities.
2. The ultimate responsibility for health and safety in the business is with our Trustees.
3. We will adhere to the Health and Safety policies, and Fire Regulations of each venue that we hold our services, events or activities in.
4. We will carry out risk assessments for each of our services, events and activities, and require contractors/activity providers to submit their own risk assessments.
5. We will engage and consult with staff, providers and volunteers on day-to-day health and safety conditions.
6. We recognise the legal duties that our charity is bound by and we will provide a safe working environment, safe work equipment and safe methods of work.
7. We will provide clear instructions and information, and adequate training, to ensure staff, providers and volunteers are competent to do their work.
8. We will strive to prevent accidents and cases of work-related ill health by managing the health and safety risks in the workplace.
9. We will review and revise this policy where necessary at our AGM.

Signed

Date

Sue Willis
Service Manager

Signed

Date

Rachel Griffin
Chair of Trustees

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|------------------------|-----------------|
| Responsibility /Author | Service Manager |
| People intended for | Employees |
| Review frequency | Biannually |
| Date last amended | April 2023 |
| Date approved by board | |
| Review date | March 2025 |
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Notes for Trustees: