

This document is the Health & Safety Policy of Grace & Flavour C.I.C.

What managing health and safety means to us

As an organisation, we are responsible for managing health and safety in your business. This includes managing risks and taking practical steps to protect volunteers and others from harm.

Managing risk is just one part of health and safety management. We also have arrangements in place to:

- make the right plans
- implement those plans
- check they are working
- act if they are not

By doing this, we are able to ensure:

- our risks stay controlled
- we provide a safe working environment for workers and others

The measures we have put in place should be part of our everyday processes for managing our business.

For most small, low-risk businesses you don't need a formal management system. But by following a simple **Plan – Do – Check - Act** approach we can effectively manage health and safety in our community vegetable garden

How we manage health and safety

Health and safety management is an ongoing process, not a one-off task. It is not enough to just control the risks in our business, we must make sure that they stay controlled.

Under the Management of Health at Safety at Work Regulations, every company must have arrangements for 'effective planning, organisation, control, monitoring and review' of measures to protect people.

At every stage we, consult with your volunteers. Involving them will help you develop a positive health and safety culture where risks are controlled sensibly.

By following the Plan, Do, Check, Act approach you can:

- plan what we need to do
- do the right things to implement our plan
- check our control measures
- act if our measures are not working

This will help us:

- find out where we need to make improvements
- act quickly to keep our volunteers and others safe
- repeat the process to continually review our arrangements

Health and Safety at Work Act

This is the main law governing health and safety at work in Great Britain.

The Act places general duties on companies, and some self-employed people to do what is '*reasonably practicable*' to ensure

your health and safety and that of others who may be affected by what we do or do not do.

This means balancing the *level of risk* against the *measures needed to control* it in terms of money, time, or trouble.

Contents of this Document

The following sections are to be read in conjunction with this overall management policy which forms part of the Company Handbook:

- Statement of General Policy
- Hazards Assessments
- List of relevant documents

Policy reviewed on:		Directors approved:		Date:
Next review date:		Print Name:		Position: