

SOUND RESOURCE HEALTH AND SAFETY POLICY

Introduction

Sound Resource is committed to the health and safety of all with whom we work. This policy is to ensure the continual attention of the charity to the safety of all employees, volunteers and service users. The Board of Trustees is responsible for ensuring that our practices are safe and that people we work with have the necessary protection and awareness to carry out or be involved with our activities. The Board keeps health and safety under regular review. From day to day the Moving Music Coordinator is responsible for ensuring individual interactions and activities are conducted safely.

Obligations

Sound Resource is responsible for ensuring that all the environments in which we operate are safe and healthy. To do this we will make sure that all potential hazards or risks are removed or at least managed. We will ensure that all our operations are carried out safely and preceded by risk assessment and actions as appropriate.

Sound Resource will ensure that work environments are safe, with necessary signage and emergency exit routes clearly arranged. We will ensure that any equipment is up to date. We will ensure those working with us are supported with facilities and breaks as necessary. We will provide any information such as relevant information about participants' circumstances and needs is available to all working with them, paid or unpaid. We will listen to and respond to any concerns raised by anyone connected with our work at any time.

Individuals' responsibilities

All those working with Sound Resource are obliged and expected to adhere to any safe working guidance. They should take good care of themselves and those around them, and cooperate with any safe working advice. It is everyone's responsibility to keep exits, hallways and corridors clear at all times. Vehicles should be parked carefully and in a way that assists the safety of service users. Any suspected problem must be reported to the member of staff in charge as soon as it arises.

General

This policy applies to all activities carried out by Sound Resource, in all settings.

Authorised for the Trustees

Date.... 20.03.2024

Signature.... Paul Cann (Chair of Trustees)