



HEALTH AND SAFETY POLICY

Date: February 2024

Date for Review: January 2026

Statement of Intent:

PartnershipProjects UK Ltd is committed to maintaining safe and healthy working conditions and to preventing accidents and instances of work-related ill health by ensuring that all activities undertaken by its employees & learners are managed in such a manner so as to avoid, reduce or control all foreseeable risks to the health and safety of anyone who may be affected by such activities as far as is reasonably practicable.

Relevant Legislation:

- [The Health and Safety at Work etc. Act 1974](#)
- [The Management of Health and Safety at Work Regulations 1992](#)
- [The Management of Health and Safety at Work Regulations 1999](#)
- [The Health and Safety \(Display Screen Equipment\) Regulations 1992](#)
- [National guidance published by Public Health England](#)
- Lone working Guidance published by HSE <https://www.hse.gov.uk/lone-working/index.htm>

Context:

All of PartnershipProjects employees and associates work remotely. Locations might include:

- Working from their own homes
- Working from a rented office space / therapy room chosen by the employee / associate
- Working on site to deliver training at a venue provided by the Commissioning organisation



Independent
Safeguarding
Service *CIC*
Member

Company Number: 05741447
VAT Number: 883994452
Page 1 of 3



Lone Working:

Lone workers face the same hazards at work as anyone else, but there is a greater risk of these hazards causing harm as they may not have anyone to help or support them if things go wrong. In addition, people who are deprived of social contact through work can feel isolated or disconnected, bringing on pressure and stress or aggravating pre-existing mental health problems.

PartnershipProjects is committed to providing training, supervision, monitoring and support for lone workers in order to minimise risk. All PartnershipProjects employees will be provided with:

- Guidance on their home working set-up and support with acquiring suitable equipment to comply with HSE's Display Screen Equipment (DSE) guidance.
- Regular updates on what is happening in the company so that they feel involved and reassured.
- Regular contact with a supervisor / line manager in order to share any concerns.
- Regular online team meetings with colleagues
- Regular review of working hours to ensure breaks are being taken and annual leave is being used.
- Support in keeping their environment safe through:
 - Visually checking electrical equipment used in connection to their work for signs of damage
 - Keeping their work area clear of obstructions, spillages and trailing wires.

Employees responsibilities:

Employees have a legal responsibility to take care of the health and safety of themselves and others who may be affected by their actions or omissions and to co-operate with supervisors and managers on health and safety issues. Employees should not interfere with anything provided to safeguard their health and safety and should report all health and safety concerns to the appropriate person as set out in this policy.

When working alone away from home employees should:

- Inform their line manager of the address of their location and the times that they expect to be there.
- Notify their line manager when they arrive at their destination and when they complete their visit.

In case of Emergency

- Employees should contact their line manager by telephone and follow this up with an email copied to directors@partnershipprojectsuk.com



Independent
Safeguarding
Service *CIC*
Member

Company Number: 05741447
VAT Number: 883994452
Page **2** of **3**



PartnershipProjectsUK.com | info@partnershipprojectsuk.com



NonViolentResistanceNVR



PartnershipProjects



@PartnershipProj



PartnershipProjectsNVR

Roles and Responsibilities:

The Directors of PartnershipProjects have overall responsibility for health and safety in the workplace and for ensuring that adequate resources are made available to allow the implementation of this policy.



Independent
Safeguarding
Service *CIC*
Member

Company Number: 05741447
VAT Number: 883994452
Page **3** of **3**



PartnershipProjectsUK.com | info@partnershipprojectsuk.com



NonViolentResistanceNVR



PartnershipProjects



@PartnershipProj



PartnershipProjectsNVR