

beYou Health & Safety Policy

Version 1

Completed Date: 15th January 2025

Review Date: 15th January 2026

1. Policy Statement

At beYou, we are committed to providing a safe and healthy environment for all students, staff, volunteers, and visitors. Ensuring health and safety is a fundamental part of our operation and a key priority in delivering high-quality alternative education programmes. This policy outlines our approach to managing health and safety risks and creating a culture of safety within beYou.

2. Scope

This policy applies to all individuals involved in beYou activities, including:

- Students and young people attending our programmes.
- Employees, contractors, and volunteers.
- Visitors and external partners.

3. Objectives

Our key objectives are to:

- Ensure compliance with all relevant health and safety legislation, including the Health and Safety at Work Act 1974.
- Identify, assess, and manage risks associated with our activities and premises.
- Provide adequate resources, training, and supervision to maintain a safe environment.
- Promote a culture where health and safety are everyone's responsibility.

4. Roles and Responsibilities

Management Team:

- Develop, implement, and review health and safety policies and procedures.
- Ensure appropriate resources and training are available to meet health and safety obligations.
- Conduct regular health and safety audits and risk assessments.

Designated Health and Safety Officer (HSO):

- Oversee health and safety practices across beYou.
- Conduct risk assessments and report findings to the management team.
- Investigate accidents, incidents, and near misses, and recommend improvements.

Staff and Volunteers:

- Follow health and safety procedures and report any concerns or hazards.
- Participate in training and contribute to maintaining a safe environment.
- Act promptly to address immediate safety risks when identified.

Students and Visitors:

- Comply with all health and safety instructions.
- Report any hazards or concerns to a member of staff.

5. Risk Assessments

Risk assessments will be conducted for all activities, premises, and equipment to:

- Identify potential hazards.
- Evaluate the level of risk and determine appropriate control measures.
- Ensure that activities are planned and delivered safely.

Risk assessments will be reviewed regularly and updated as necessary, particularly following incidents or significant changes to activities.

6. Accident Reporting and Investigation

All accidents, incidents, and near misses must be reported immediately to the HSO. An Accident Report Form will be completed, detailing:

- The nature of the incident.
- Individuals involved.
- Actions taken to address the situation.

The HSO will investigate all incidents to identify root causes and implement measures to prevent recurrence. Records will be kept in accordance with GDPR and health and safety regulations.

7. Emergency Procedures

- Fire Safety: Fire risk assessments will be conducted for all premises. Fire drills will be carried out at least once per term, and all staff will receive fire safety training.
- First Aid: Adequate first aid provisions will be available at all times. Trained first aiders will be present during activities, and a fully stocked first aid kit will be accessible.
- Evacuation Plans: Clear evacuation routes and assembly points will be identified and communicated. Emergency procedures will be reviewed regularly.

8. Training and Information

- All staff and volunteers will receive health and safety training as part of their induction and ongoing professional development.

- Students will be provided with age-appropriate guidance on staying safe during activities.
- Health and safety policies and procedures will be accessible to all individuals associated with beYou.

9. Monitoring and Review

- Regular health and safety audits will be conducted to evaluate compliance and identify areas for improvement.
- This policy will be reviewed annually or after any significant incident or legislative change.

10. Contact Information

- Designated Health and Safety Officer (HSO): Rob Brown – Managing Director – Robert@firststep-sports.co.uk
- First Aid Coordinator: Toni Dearlove – info@beyoueducation.co.uk
- Local Emergency Services: 999

Approval and Sign-Off This policy has been approved by the management team and is effective from 15/01/2025.

Signed:

Rob Brown

Managing Director

beYou, First Step Sports Group

