



**WOKINGHAM
BOROUGH COUNCIL**

HEALTH AND SAFETY AT WORK POLICY

GENERAL STATEMENT

Wokingham Borough Council recognises and accepts its responsibilities under the Health and Safety at Work etc Act 1974 and gives its full commitment to doing everything reasonably practicable to protect the safety, health and welfare of all its employees and other persons whose health and safety may be affected by the Council's activities. The Council will take reasonable steps to ensure that its contractors and partners in service provision conduct their activities in a manner that is safe and without risk to health.

High standards of health and safety are an integral part of our organisation's vision, values and performance standards; we are committed to the continuous improvement of our health and safety systems, building a positive health and safety culture for the benefit of our employees, customers and the efficiency of our service delivery.

It is the Policy of the Council, in so far as it is reasonably practicable:

- To provide and maintain equipment and systems of work that are safe and without risks to health.
- To ensure safety and the absence of risks to health in connection with the use, handling, storage and transport of articles and substances.
- To provide a competent source of health and safety advice to managers and head teachers enabling them to supply such information, instruction, training and supervision as is necessary to provide for the health and safety at work of our employees.
- To maintain all places of work under the Council's control, including means of access and egress, in a condition that is safe and without risk to health and to provide appropriate facilities for welfare.
- To provide for the identification and assessment of health and safety risks and to eliminate or control those risks.
- To comply with the statutory requirements as a minimum standard of health, safety and welfare of employees at work and all others towards whom we have statutory health and safety obligations.
- To ensure that the roles of managers and head teachers towards health, safety and welfare are defined with responsibilities clearly assigned and communicated.
- To ensure that our employees are aware that they have a duty to work safely and to co-operate in all matters that affect their health and safety at work.

The Council recognises the link between efficiency and safety and health and aims to minimise the costs, losses and disruption which arise from work related accidents, ill health and dangerous occurrences.

Appreciating that consulting and working in partnership with our employees on health and safety matters is important in creating and maintaining a safe and healthy work environment, the Council will maintain suitable arrangements for joint discussion and employee involvement.

In order to ensure that adequate financial, human and other resources are made available for the effective implementation of this policy, procedures and systems will be maintained to monitor health and safety performance with all necessary feedback provided to elected members, managers, headteachers and staff representatives.

Each community school, service, service team or work site, whichever is most appropriate, will produce, document and maintain local health and safety arrangements i.e. the local roles and responsibilities for health and safety together with the systems and procedures to put into practice and effect the Council's Health and Safety Policy. Managers and head teachers are responsible for ensuring that the Council's Health and Safety Policy and associated policies and guidance, along with the local health and safety arrangements, are brought to the attention of all employees, whether permanent or temporary, agency workers or those on fixed term contracts.

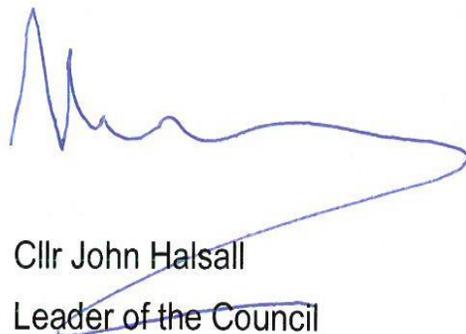
The Council's strategic plan for health and safety will be further developed and maintained with corporate objectives set annually and progress measured regularly to ensure continuous improvement in our health and safety performance. The Council's current key health and safety priorities are building management, violence at work and lone working.

In conclusion:

**HEALTH AND SAFETY IS THE RESPONSIBILITY OF MEMBERS,
GOVERNING BODIES AND ALL EMPLOYEES AT EVERY LEVEL.**



Susan Parsonage
Chief Executive



Cllr John Halsall
Leader of the Council

Date: 16 December 2020