



## **Withy Arts Health and Safety Policy**

Withy Arts' policy is to provide and maintain safe and healthy working practices, equipment and systems of work for its project workers and those who participate in our workshops. This policy complies with the Health and Safety at Work Act (1974).

### **Responsibilities**

Withy Arts trustees have overall responsibility for the implementation of this policy.

### **Risk Assessment**

With Arts workers will carry out a risk assessment of the activities they are planning for a project which they will share in advance with partner organisations. They will also 'dynamically' risk assess during workshops to mitigate harms to participants or others. Risk assessments include the offering of instruction and guidance on the safe use of tools so that participants can take managed risks when learning new skills.

### **Reporting and Monitoring**

Accidents and 'near misses' will be recorded by Withy Arts workers. The evaluation of projects will include 'lessons learnt' from incidents.

### **Duties**

Withy Arts workers have a responsibility to

- Work safely and efficiently and without endangering the health and safety of themselves, workshop participants or the general public
- Share any health and safety concerns about individuals or premises with partner agency colleagues
- Work in accordance with any safety procedures of our partner agencies when we are working on their premises
- Make ourselves familiar with emergency procedures of partner agencies
- Take appropriate breaks
- Be aware of our needs in relation to our physical and mental wellbeing
- Take care of our personal safety when we are working alone, for example when travelling alone

Policy date: 28/09/16

Date of ratification by Withy Arts Trustees: 25/10/16

Reviewed 8/1/19

Next review January 2020