

## **BRSG - HEALTH AND SAFETY (H&S) POLICY.**

The safety and wellbeing of Family 1 and those people working with them is paramount to BRSG.

It is everyone's responsibility to ensure that the accommodation of family 1, their modes of transport, places they visit and the activities they take part in are safe.

The overall responsibility for H&S belongs to the board of Trustees. They will manage H&S by:-

- A] Controlling the H&S risks as much as reasonably practicable.
- B] Involving the family & those who work with them, in risk awareness.
- C] Providing training.
- D] Regularly reviewing H&S reporting and policy.

H&S in this a domestic setting is common sense but as the family will be coming from a different cultural background and will be experiencing new activities everyone should be looking out for situations that might cause harm and taking action to prevent harm. This is everyone's responsibility.

If the risk cannot be eliminated immediately you should:-

- 1] Warn those at risk of the hazard.
- 2] Do what you can to safely reduce the risk or avoid the hazard.
- 3] Inform a trustee as soon as possible.
- 3] All near misses & accidents must be reported by completing a near miss / accident form found in the back of the information folder.

**BRSO Near Miss / Accident Form**

**Date:**                      **Name of person completing this form:**

**Name of person(s) involved:**

**What happened?**

**Detail any injuries sustained:**

**What treatment, if any, was provided?**

**Did the injury require a hospital visit?**

**Please give details of any witnesses:**

**What actions should be taken to avoid a reoccurrence?**

**Trustee signature & date confirming action has been taken:**

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