



<b>Policy Name</b>	Health and Safety Policy
<b>Created by</b>	Christopher Allan, Owner (Lead Practitioner)
<b>Date Reviewed</b>	June 2023
<b>Date of Next Review</b>	June 2024
<b>E &amp; D Disclaimer</b>	This policy has been reviewed in line with the Equality Act 2010 which recognises the following categories as Protected Characteristics: Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex (gender) and Sexual orientation. We will continue to monitor this policy to ensure that it provides equal access and does not discriminate against anyone, especially any person/s listed under any protected characteristic.

## Health and Safety Policy

### Introduction

School Avoidance Solutions (SAS) is committed to maintaining a safe and healthy environment for children and staff involved in our therapeutic activities, including sessions conducted at their homes, school, or public venues. This Health and Safety Policy outlines the procedures and guidelines to ensure the well-being and safety of all individuals in various settings.

### Risk Assessments

SAS will conduct comprehensive risk assessments for each location where therapeutic sessions are conducted. These assessments will identify potential hazards and risks specific to each environment, including homes, schools, or public venues. Factors such as physical surroundings, equipment, and potential challenges will be taken into account.

The identified risks will be documented, and appropriate control measures will be implemented to minimize or eliminate the identified hazards. Risk assessments will be regularly reviewed and updated to reflect any changes in the environment or circumstances.

### Safety Procedures and Emergency Preparedness

SAS will establish clear safety procedures and emergency preparedness protocols to ensure a swift and effective response to incidents or emergencies during therapeutic sessions in various locations. These procedures will include:

- a. Communication and Emergency Contacts: SAS staff will maintain clear communication channels with clients, parents or guardians, and relevant authorities. Emergency contact numbers, including local emergency services and medical facilities, will be readily available to staff during sessions.
- b. Emergency Preparedness: Staff will be trained in emergency procedures, including evacuation plans and any specific protocols for each location. They will also be aware of the nearest emergency exits, emergency assembly points, and other safety features of each environment.
- c. Risk Mitigation: SAS practitioners will take appropriate measures to minimize risks during sessions in various locations. This may include ensuring proper lighting, assessing potential trip hazards, and implementing safety measures for equipment or materials used during the sessions.

### First Aid Arrangements

SAS will ensure that appropriate first aid arrangements are in place for therapeutic sessions conducted outside of SAS premises. Trained staff members will be designated as first aiders, equipped with well-stocked first aid kits, and knowledgeable about basic first aid techniques. They will also be familiar with the specific locations' accessibility to medical facilities if additional assistance is required.

Any incidents requiring first aid will be promptly addressed, and parents or guardians will be notified in the event of significant injuries or illnesses. If necessary, arrangements will be made to seek additional medical assistance or transfer the individual to an appropriate medical facility.

### Specific Health and Safety Considerations

SAS acknowledges that each location for therapeutic sessions may present unique health and safety considerations. These considerations will be identified during risk assessments, and appropriate measures will be implemented to address them. For example:

- a. Home Sessions: Practitioners will be mindful of potential hazards in clients' homes, such as stairs, pets, or allergens, and take necessary precautions to ensure a safe environment during the sessions.
- b. School Sessions: Practitioners will liaise with school staff to understand and comply with relevant health and safety policies and procedures. They will also be familiar with emergency procedures and the school's designated first aid arrangements.
- c. Public Venue Sessions: When sessions occur in public venues, practitioners will assess the surroundings for any potential safety risks, ensure adequate supervision, and adhere to venue-specific safety guidelines.

### Review and Compliance

This Health and Safety Policy will be regularly reviewed to ensure its continued relevance and compliance with applicable laws, regulations, and best practices. SAS will monitor and evaluate its health and safety practices to maintain a high standard of safety during therapeutic sessions in various locations.

All staff, practitioners, and relevant stakeholders associated with SAS are responsible for familiarizing themselves with this policy and implementing its procedures to maintain a safe and healthy environment during therapeutic sessions.