



POLICY:

Health and Safety Policy



**BRAZILIAN
CULTURAL
CENTRE**

midlands - united kingdom

Policy Owner: Simone Dias
Policy approved by: The Board
Date Policy approved: Oct 2023
Next review Date: Oct 2026

Introduction

The **Brazilian Cultural Centre** is committed to providing a safe and healthy environment for our employees, volunteers, visitors, and all individuals associated with our operations. This Health and Safety Policy outlines our commitment to ensuring the well-being of everyone involved with our organization and the prevention of accidents, injuries, and illnesses.

Policy Statement

Responsibility: The **Brazilian Cultural Centre** acknowledges that health and safety is a shared responsibility. Everyone within our organization, including employees, volunteers, and contractors, is responsible for adhering to health and safety regulations and practices. The Centre's management will provide the necessary resources and support to maintain a safe environment.

Compliance: We will comply with all applicable health and safety laws, regulations, and codes of practice in the UK, including those specific to cultural and community organizations.

Risk Assessment: We will regularly assess and evaluate the risks associated with our activities, events, and facilities. Risk assessments will be carried out by designated personnel, and control measures will be implemented to mitigate identified risks.

Training and Information: All employees and volunteers will receive adequate training and information to carry out their duties safely. This includes familiarization with emergency procedures and protocols.

Safe Facilities: We are committed to maintaining safe and well-maintained facilities, ensuring that they meet relevant safety standards and regulations.

Emergency Preparedness: Adequate plans and procedures will be in place to respond effectively to emergencies, including fire, medical incidents, and evacuation. These plans will be communicated to all personnel.

Reporting and Incident Investigation: All incidents, accidents, and near misses will be reported, investigated, and documented promptly. Corrective actions will be taken to prevent similar incidents in the future.

Safety Communication: We will establish clear channels of communication regarding health and safety matters. Employees and volunteers are encouraged to raise safety concerns without fear of reprisal.

Safety Equipment: The **Brazilian Cultural Centre** will provide and maintain appropriate safety equipment, such as fire extinguishers, first aid kits, and personal protective equipment, as necessary.

Health Promotion: We will promote and support the physical and mental health of our employees and volunteers by encouraging a healthy work-life balance and providing access to relevant resources.

Environmental Responsibility: In alignment with our commitment to health and safety, we will also promote environmentally responsible practices in our operations.

Review and Revision

This Health and Safety Policy will be reviewed annually, or more frequently, if necessary, to ensure its effectiveness and relevance. Any necessary revisions will be made to reflect changes in the Centre's activities, regulations, or organizational structure.

This Health and Safety Policy will be communicated to all employees, volunteers, and relevant stakeholders. It is the responsibility of everyone associated with the **Brazilian**

Cultural Centre, to adhere to this policy and actively promote a culture of safety and well-being.