



Health and Safety Policy

The Elite Hair and Beauty Training Academy is committed to providing a healthy and safe working environment for our colleagues, students, and visitors, to continually improve our health and safety management system and to create a culture of leadership, accountability and competency for health and safety.

Our Health and Safety Policy formalises this commitment, clearly outlining the responsibilities we all have for health and safety from The Elite Hair and Beauty Training Academy

The success of this policy relies on all colleagues' support and cooperation as we all play a role in health and safety.

This policy applies to all staff, students, and visitors of the Academy in and on all the site owned and managed facilities and outside spaces.

Policy Statement

1. TEHBTA will ensure that suitable arrangements are in place to effectively manage all aspects of health and safety relevant to its activities and undertakings. This will include:
 1. Identifying the priorities and significant risks that need to be managed and controlled.
 2. Communicating effectively and involving staff and students to ensure that everyone is clear on what is required and to help reinforce a positive culture of health, safety, and wellbeing.
 3. Providing appropriate information, instruction, training, and supervision to ensure that all personnel are suitably competent and that the arrangements are being followed.
 4. Providing the resources necessary to meet the TEHBTA's health and safety obligations.
 5. Measuring performance to confirm that plans and actions have been implemented, risks are being controlled and aims are being achieved.

6. Investigating the causes of accidents, illnesses and health and safety related incidents or near misses.

7. Reviewing performance and acting on lessons learnt to ensure continual improvement of the Academy's health and safety management system.

Our Responsibilities

Management are responsible for the health and safety of the Academy's students, staff, and visitors.

Management are responsible for:

Maintaining a strategic oversight of all matters related to health and safety.

Seeking assurance that effective arrangements are in place to manage risk and that they are working effectively.

The management is responsible (under the Ordinances of the Academy) for management of the Academy and its day-to-day direction. As the strategic leaders of the Academy, the management Team are responsible for:

Demonstrating the same leadership qualities in health and safety as in their academic/professional fields.

Leading by example in championing health and safety and allocating sufficient resources to the management of such.

Communicating and implementing the academy's Health and Safety Policies as a demonstration of ownership.

Communicating the values of Health and Safety across the Academy.

Considering the changing context of the Academy, both internally and externally, and the implications for health and safety. Ensuring that non-conformances identified within internal and external reports, audits, inspections and Health and Safety Committee recommendations are addressed.

The academy's Safety Services are responsible for:

Providing professional advice, guidance, and training to the Academy on matters relating to health and safety.

Assisting in fostering a positive and proactive health and safety culture.

Assisting the Academy in meeting its necessary legislative objectives and

helping drive continuous improvement in health and safety.

Building effective working relationships with senior managers and their teams to ensure respective health and safety responsibilities are fulfilled.

Advising on interpretation of health and safety legislation and best practice.

Conducting internal audits and inspections to check compliance and

recommending improvements.

Providing feedback on the academy's health and safety performance ensure the performance is recorded and dated Provision of support to departmental H&S Officers to enable them to fulfil duties.

Providing professional advice on occupational health matters.

Providing recommendations on protecting and promoting health in the workplace.

Providing appropriate health surveillance and clinical interventions

Addressing health and safety issues relating to all external areas of the Academy's premises.

Management are responsible for planning and implementing health and safety management arrangements As applicable to their areas of responsibility.

Ensuring they have a clear understanding and oversight of the operations and activities undertaken in their area of responsibility.

Ensuring all work activities within their area of responsibility are controlled from a risk management perspective.

Implementing processes to ensure all activities are appropriately risk assessed and controls are implemented, taking into consideration staff, students, contractors, and visitors who may be affected by actions or omissions.

Keeping employees informed by monitoring progress and actively seeking their views on improvements e.g., via school or department health and safety committees/meetings incorporating H&S.

Assessing from the planning stage onwards, the health and safety impact of equipment purchases, course and module development and review, restructures, etc.

Assigning sufficient resources and competent personnel to address health and safety related issues within their area of responsibility.

Ensuring health and safety competency of sta by addressing relevant health and safety training needs as part of the appraisal process.

Reviewing the health and safety performance of their school or service and using the information to review planning processes.

The appointment, in writing, of a School or Departmental Health and Safety Officer (and other specialist officers as necessary) to support them on operational health and safety related matters. Ensuring that no activity is undertaken within their areas of responsibility

Management are responsible for:

Ensuring research projects, teaching and other related academic activity are planned, risk assessed, controlled, and appropriately managed and the costs of implementing health and safety control measures are considered in any funding applications.

Ensuring students are competent to undertake their planned project work.

Ensuring student projects are adequately risk assessed and comply with

The Elite Hair and Beauty Training academys policies and local procedures.

Supervising students working on projects, including checking on compliance with the risk assessment and relevant academys policies and local procedures.

Ensuring students are provided with the necessary information, instruction, training, and supervision to ensure safe working practices are adhered to, including emergency arrangements.

Reviewing project plans with students at regular intervals.

Managers are responsible for: Implementing health and safety policies and procedures in their areas of responsibility.

Taking a proactive approach to health and safety, ensuring sta are competent in health and safety and are consulted regarding the risks associated with the work they undertake.

Ensuring appropriate risk assessments are undertaken, including for new equipment, course and module activities, travel, etc., and are recorded and that sta , contractors and students are following safe systems of work and control measures.

Ensuring all new equipment is checked for hazards, and users are trained on safe systems of work and risk control measures.

Taking appropriate action when health and safety is likely to be compromised; if necessary, suspending an activity pending reassessment of the risk or where necessary escalating to senior management, as appropriate.

Seeking opportunities for continual improvements, regular review of processes and risk assessments, learning from audits, accidents, and near-miss incidents as well as best practice in other areas or the sector.

All employees are responsible for: Ensuring they understand and comply with academy policies and procedures.

Cooperating with the academy by following safe working practices and fulfilling their health and safety responsibilities.

Taking reasonable care for their own health and safety and that of other persons who may be affected by their acts or omissions or the way in which they undertake work activities.

Raising/reporting any accidents, near miss incidents, work-related ill-health situation, work practice or procedure they consider to be potentially hazardous, or which has been reported to them as such, seeking help where necessary. Undertaking all health and safety

training and other training relevant to their role. All students, Contractors and Visitors are

responsible for: Taking reasonable care for their health and safety and that of other persons

who may be

affected by their acts or omissions.

Co-operating with Academy staff to help enable them to carry out their statutory and safety responsibilities.

Using, as instructed, and not misusing in any way, personal protective equipment, clothing, equipment, or materials provided to them by the Academy or a third party carrying out an activity on behalf of the academy. Complying with any health and safety instructions whether verbal or written, which are issued to them. Ensuring they understand any health and safety instructions, training or briefing that they are given and ask for clarification if they don't understand.

Reporting to their tutor, supervisor, host, or other member of Academy staff, any situation, work practice or procedure they recognise to be potentially hazardous.

Reporting any accidents or near-miss incidents they witness or are involved in. The Academy

Health and Safety Committee has been established to implement the

principles of consultation and involvement enshrined in both the Safety

Representatives and Safety Committees Regulations (1977) and in best practice health and

safety management.

