## **Health and safety policy**

This is the statement of general policy and arran	gements for: ACT	TIVITOTS			
Sally Holmes	has o	has overall and final responsibility for health and safety			
Sarah Kenealy has day-to-day responsibility for ensuring this policy is put into practice					
Statement of general policy	Responsibility of: Name/Title	Action/Arrar	ngements	(What are you going to do?)	
Prevent accidents and cases of work-related ill health by managing the health and safety risks in the workplace	Sarah Kenealy Director	implemented.	Relevant risk assessments completed and actions arising out of those assessments implemented.  New risk assessment completed for every new venue		
Provide clear instructions and information, and adequate training, to ensure contractors are competent to do their work	Sally Holmes Director		Directors and subcontractors given necessary health and safety induction.		
Engage and consult with employees on day-to-day health and safety conditions	Sarah Kenealy Director		Directors routinely consult with each other and sub-contractors regarding any new arising day-to-day health and safety matters.		
Implement emergency procedures – evacuation in case of fire or other significant incident.	Sally Holmes Director	Directors and su venues.	Directors and subcontractors familiarise themselves with emergency policies of all venues.		
Maintain safe and healthy working conditions, provide and maintain equipment	Sally Holmes Director	All equipment fo	All venues health and safety checked. All equipment for classes provided checked on a regular basis for any wear and tear that could lead becoming a health & safety risk.		
Signed: S Holmes	Sally Holmes		Date:	17 Sep 2025	

This policy is written in accordance with the Health and Safety Act 1974.

First-aid box is located:	Stored with equipment and taken to venues
Accident book is located:	Stored with equipment and taken to venues

