

# Continuing Community Care (CCC)

Registered Charity: 1204035

## Health & Safety Policy

**Last updated:** [24<sup>th</sup> December 2025]

**Approved by:** Trustees of Continuing Community Care

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### 1. Statement of Intent

CCC is committed to providing a safe and healthy environment for staff, service users, volunteers, and visitors, in accordance with the Health and Safety at Work etc. Act 1974 and all relevant regulations.

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### 2. Responsibilities

#### Trustees and Senior Management

- Ensure compliance with legal duties
- Provide safe systems of work
- Ensure adequate training and resources

#### Managers

- Implement health and safety arrangements
- Carry out risk assessments
- Investigate incidents

#### Staff and Volunteers

- Take reasonable care of themselves and others
- Follow safety procedures
- Report hazards and incidents

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### 3. Risk Assessment

CCC will:

- Identify hazards

- Assess risks
- Implement control measures
- Review assessments regularly

This includes manual handling, lone working, water-based activities, infection control, and equipment use.

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## 4. Accident and Incident Reporting

- All accidents, incidents, and near misses must be reported and recorded
- Serious incidents will be reported under RIDDOR where required

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## 5. Equipment and Premises

CCC will ensure:

- Equipment is maintained and safe
- Premises are clean, accessible, and fit for purpose
- Emergency procedures are in place

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## 6. Training

Appropriate health and safety training will be provided and refreshed regularly.

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## 7. Monitoring and Review

- Health and safety performance will be monitored
- Policies reviewed annually or after serious incidents

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## 8. Governance

This policy is approved by the Trustees and reviewed annually.