

HEALTH AND SAFETY GENERAL POLICY STATEMENT

The Warden and Fellows of All Souls College (the College) recognise their duties under health and safety legislation and associated regulations. The College as an employer intends to meet the requirements of this legislation and aims to provide and maintain a safe and healthy working environment for all its employees and to provide a safe and healthy environment for all Fellows and visitors. Fellows, managers and staff are informed of their responsibilities to ensure they take all reasonable precautions to ensure the safety, health and welfare of anyone likely to be affected by the operation of the College.

The College recognises its duty to regularly assess the hazards and risks created in the course of its business.

The College also recognises its duty, so far as is reasonably practicable:

- to provide adequate control of the health and safety risks so identified;
- to consult with its employees on matters affecting their health and safety;
- to provide and maintain safe plant and equipment;
- to ensure the safe handling and use of substances;
- to provide information, instruction, training where necessary for its workforce;
- to ensure that all employees are competent to do their work;
- to prevent workplace accidents and cases of work related ill health;
- to maintain a safe and healthy working environment;
- to actively manage and supervise health and safety at work;
- to ensure that the College adequately communicates with, trains and manages employees who may not be fluent in English;
- to have access to competent advice;
- to review annually and revise, as necessary, this policy; and
- to provide adequate resources for its implementation.

The College recognises that it has a duty to co-operate and work with other employers and their employees, when their employees come onto its premises or sites to do work for the College, to ensure the health and safety of everyone at work.

To help achieve its objectives and ensure its employees recognise their duties under health and safety legislation whilst at work, the College will also inform them of their duty to take reasonable care for themselves and for others who might be affected by their activities. It achieves this by explaining their responsibilities and setting out its health and safety rules in the employee safety information which is made available to every worker employed by the College.

The College has allocated responsibilities and detailed arrangements to support this policy.

This Health and Safety Policy was adopted by the Warden and Fellows of All Souls College (the College's governing body).

Signed on behalf of the Warden and Fellows:

Dr Sarah Beaver
Domestic Bursar

Date: 14 June 2014

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