

Health and Safety Policy Statement

This is the statement of general policy and arrangements for Kidsunlimited.

Overall and final responsibility for health and safety is that of Ros Marshall – Chief Executive Officer.

Day to day responsibility for ensuring this policy is put into practice is delegated to the Regional Operations Directors and Kidsunlimited Compliance Manager.

STATEMENT OF GENERAL POLICY	RESPONSIBILITY OF: Name/Title	ACTION/ARRANGEMENTS
To prevent accidents and cases of work related ill health and provide adequate control of health and safety risks arising from work activities.	Ros Marshall Chief Executive Officer	Relevant risk assessments completed and actions arising out of those assessments implemented (Risk assessments reviewed every year, or earlier if working habits or conditions change)
To provide adequate training to ensure employees are competent to do their work.	Training Development Managers Compliance Manager Nursery Managers	Staff and sub-contractors given necessary health and safety induction and provided with appropriate training and personal protective equipment. We will ensure that suitable arrangements are in place to cover employees engaged in work remote from the main company site.
To engage and consult with employees on day-to-day health and safety conditions and provide advice and supervision on occupational health	Compliance Manager Regional Directors All staff	Staff routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required.
To implement emergency procedures – evacuation in case of fire or other significant incident	Nursery Managers	Escape routes well signed and kept clear at all times. Alarm points and evacuation routes checked regularly. Evacuation plans are carried out monthly.
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances	Regional Directors Nursery Managers Compliance Managers Commercial Director	Toilet, washing facilities and drinking water provided. System in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects
Health and safety law poster is displayed:	In every nursery staff area	
First aid box and accident book are located:	In every nursery reception and further first aid boxes at various points throughout the nursery.	
Accidents and ill health at work reported under RIDDOR:	Nursery Managers inform central office team who report anything RIDDOR to HSE	
Signed Chief Executive Officer:	Date: 24.11.10	
Subject to review, monitoring and revision every 12 months (or sooner if work activity changes) by:	Michelle Nicholson (Compliance Manager)	