

Health and Safety Policy

Document Author	Claire Povey	Department:	Risk and Insurance
Distribution:	Intranet	Issue Date:	May 2015



Health and Safety – Important for Everyone

The safety of the employees, customers and the community we serve is important. The Directors of Well and its Executive recognise their duties under the Health and Safety at Work Act, 1974 and all other related legislation. We accept that healthy working conditions and high standards of safety and welfare assist the efficiency of the organisation.

All Managers' Responsibilities

Health and safety forms a fundamental part of all managers' responsibilities. It is expected that this duty of compliance extends to all line managers, and supervisors.

These include:

Safety is Equal

- Giving attention to health and safety that is at least equal to all other priorities

Compliance

- Complying with the requirements of the Health and Safety at Work etc Act 1974, all other related legislation, approved codes of practice and official recommendation and guidance

Standards

- Meeting and striving to exceed any required Pharmacy health and safety standards

Management

- Determining how safety is managed and allocation of specific duties

Risk Assessment

- Working to minimise risk and use of competent advice as appropriate to assess risks

Premises and Equipment

- Providing and maintaining premises, plant, equipment and systems of work that are safe, and without risk to health.

Handling and Transportation

- Making suitable arrangements for the safe use, handling, storage and transportation of any dangerous or hazardous substance

Information, Training and Supervision

- Constantly providing adequate information, instruction, training and supervision to ensure the health and safety of colleagues and others

Safe Workplace

- Maintaining a safe place of work, safe means of entrance, safe way out and generally provide a healthy working environment.

Protective Clothing and Equipment

- Providing personal protective clothing and safety equipment as necessary with instructions for its correct use within the workplace

Consultation

- Encouraging joint consultation and participation between management, staff and Trade Unions and appointed Safety Representatives, including where appropriate Safety Committees to promote and maintain health and safety at work.
- Inviting constructive suggestions, preferably in writing from colleagues.

Protection of our Community

- Taking measures for the protection and reduction of safety risks to the public from activities of the Pharmacy and for the protection of visitors on Pharmacy premises.

Approved Contractors

- Appointing approved contractors that are vetted and comply with the policy and all legislative requirements.

Review Performance and Resources

- Regularly reviewing the Pharmacy's health and safety performance, taking, and providing reasonable resources for, appropriate action.

All Employees' Responsibilities

All employees, at all levels, whether on Pharmacy premises, or elsewhere conducting the Pharmacy's business have important safety responsibilities.

These include:

Care of Own and Others' Safety

- Taking reasonable care of their own health and safety and that of colleagues and anyone else who may be affected by their work

Co-operation

- Co-operating fully with management by always working to good safety standards and practices

Reporting Dangerous Situations

- Reporting immediately to management any situation they consider to be a danger to the health, welfare and safety of themselves or others.

Policy Copies

A copy of this document, together with other health and safety information and booklets must be placed on notice boards. The health and safety manual can be found on the intranet or on the premises.

Responsible Person for these Premises

I, the Manager, want to provide a safe workplace and will work to meet these health and safety policy requirements. I will constantly strive to improve standards and to reduce risks to my colleagues and customers

Name	Signature

The Executives with responsibility for safety are:

John Nuttall

Chief Executive

Christian Logue

Portfolio and Business Development Director