

## Health and Safety Policy Statement 2023 - 2024

Issue No: 17

Issue Date: 01/08/2023

Renewal: Aug 2024

Responsibility: Principal Samantha Bell, Vice Principal Fiona Forfar

## 1. Purpose

This policy meets the legal obligations of ElliTe Studios to provide a general health and safety policy statement and to make arrangements under the Health and Safety at Work etc Act 1974.

## 2. Policy

It is the policy of ElliTe Studios, its Directors and Senior Management Team to provide and maintain safe and healthy working conditions and safe systems of work, with adequate welfare facilities for all our staff and students and any other persons who may be affected by our activities or who may enter our premises.

ElliTe Studios wishes to ensure compliance with relevant legislation and desires continuous improvement in all areas so that we work towards excellence. The organisation will demonstrate how good health and safety practice is a benefit to its operation, staff and students. This policy may be supported from time to time with linked policies and procedures to manage specific H&S related matters such as pandemic responses.

ElliTe Studios will aim so far as is reasonably practicable:

- 1. To provide adequate control of the health and safety risks arising from our work activities.
- 2. To consult with our staff and students on matters affecting their health and safety.
- 3. To provide and maintain safe plant and equipment.
- 4. To ensure safe handling and use of substances which could be hazardous to health.
- 5. To provide information, instruction and supervision for staff, students and contractors.

6. To ensure all staff, students, and contractors are competent to do their tasks, and to give them adequate training.

- 7. To prevent accidents and cases of work-related ill health.
- 8. To maintain safe and healthy working conditions.

9. To review and revise this policy as necessary at regular intervals and particularly if circumstances change.

This 'general statement' will be brought to the attention of all staff directly through notice boards, induction, the website and electronic communications, within job descriptions, and within all health and safety training events.

Samantha Bell Principal