

## Appendix 1 – All Staff Health and Safety Policy Acceptance Statement

All staff are expected to act in a safe manner at all times and adhere to the Health and Safety Policy, direction and instruction.

### Compliance

- Be aware, and take all reasonable steps to ensure no immediate Health and Safety risks prevails unaddressed
- Follow all instructions and directions by those in senior positions and role of responsibility as defined above
- Ensure students are adequately supervised in your immediate vicinity
- Act in accordance with training provided
- Understand that risk assessments are required as a method of managing risk – take the action identified to mitigate risk
- Cooperate with all others in ensuring safe environments and working practices, together with good housekeeping
- Make your line manager formally aware of any personal consideration that need to be considered in your safe methods of working
- Safely use any item (PPE or equipment)
- Follow all emergency procedures including evacuation and first aid

### Monitoring

- Report all incidents and near misses, ensuring these are recorded as part of a single system

### People

- Act as the first point of contact for students in the immediate space in respect of Health and Safety

### Environment

- Endeavour to ensure a positive culture of Health and Safety exists throughout the organisation

I have read and understood the content, requirements and expectations of the Health and Safety Policy for employees at Oasis Community Learning. I have received a copy of the policy and agree to abide by the policy guidelines as a condition of my employment and my continuing employment at Oasis Community Learning.

I understand that if I have questions, at any time, regarding the Health and Safety Policy, I will consult with my immediate manager or my Health and Safety Champion.

*Please read the Health and Safety Policy carefully to ensure that you understand the policy before signing this document.*

Employee Signature: *A. Lewis*

Employee Printed Name: Amey Lewis

Date: 18/10/2022