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| **Section 2: Mandatory** | **Health and Safety and welfare** |
| **Minimum policy, procedures and evidence you will require to demonstrate you are a safe, organisation that knows how to protect the health and safety of service users and staff through effective policies, procedures and practice.** |
| Policies and procedures | **RAG self assessment** |
| Health & Safety |  |
| First Aid |  |
| Lone working |  |
| Safe transportation |  |
| **Other evidence may include – evidence can be uploaded as MS Office docs/ photographs/scanned images** |
| Risk Assessments incl First Aid, Fire, COSHH, RIDDOR Risk assessments |  |
| Accident book |  |
| H&S posters/notices |  |
| Recording system of incidents |  |
| Publicity/literature informing children/adults of where/who they can report concerns to |  |
| Training certificates |  |
| Staff induction |  |
| Documentation showing organisations commitment to health and safety |  |
| First Aid provision |  |
| **Quality requirements** |
|  | **Quality Standard Indicators** | **Suggested evidences** | Upload evidence | Review Evidence | RAGCAS |
| 2.1 | * There is a health and safety policy and procedures compliant with the H&S at Work Act 1974.

Including:* statements on alcohol, tobacco and substance misuse, reflecting legislation and individual liability, particularly around issues of the supply of illegal drugs on your premises.
* a statement on the safe use of prescription medication, if applicable
* Reporting of Injuries Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR).
* First Aid and Near Misses
* Managing workplace stress
* Policies must be less than 5 years old
* Reviewed at least annually.
 | * Policy and procedure
* Policy review schedule
* Induction training
* Recording system of incidents
 |  |  |  |
| 2.3 | Service users know your position regarding Health and safety, alcohol, smoking and substance misuse | * Notices
* Induction pack
* Code of conduct
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| **2.8** | There is a Senior member of staff, and designated Trustee (or equivalent) who is responsible for Health and Safety and fulfils those duties and this is communicated to staffAccountability for and ownership of Health and Safety work is recognised by the Board of Trustees/ Executive. | * Organisational structure
* Trustee/Directors meeting minutes
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