



## Health & Safety Statement of Intent

It is Whitecroft Scaffolding & Construction Limited's intent to ensure, so far as reasonably practicable, the health, safety and welfare of all operatives, visitors, contractors, and members of the public who may be affected by our work activities.

Whitecroft Scaffolding & Construction Ltd will, so far as reasonably practicable:

- Prevent accidents and cases of work-related ill health by managing the health and safety risks in the workplace
- Provide clear instructions and information, and adequate training, to ensure operatives are competent to do their work
- Engage and consult with operatives on day-to-day health and safety conditions
- Implement emergency procedures (i.e. evacuation) in case of fire or another significant incident
- Maintain safe and healthy work conditions, provide and maintain plant equipment, and machinery, and ensure safe storage/ use of substances.
- Allocate adequate resources, including money, time, and any other requirements to ensure the company meets its statutory obligations and the objectives laid out in this Health and Safety Policy
- This Health & Safety Policy statement will be reviewed annually

The Responsible Person:

- Has overall and final responsibility for health and safety
- Has day-to-day responsibility for ensuring the policy is put in place
- Will seek external assistance where necessary to ensure that Whitecroft Scaffolding & Construction Ltd meets its statutory obligations and the objectives laid out in this Health and Safety Policy
- Health & Safety

### **Accident reporting including RIDDOR, first aid and work-related ill health**

Accident reporting including RIDDOR, first aid and work-related ill health is the responsibility of the Responsible Person.

In accordance with RIDDOR 2013 Regulations, the Company will report any reportable injuries, diseases or dangerous occurrences. The Responsible Person must ensure that the following action is taken:

- Notify the Health and Safety Executive by the quickest practicable means, without delay via the Health and Safety Executive website at [www.riddor.gov.uk](http://www.riddor.gov.uk)
- A report must be received within 10 days of the incident

The following types of injury must be reported under RIDDOR.

- The death of any person (if the death resulted from a work-related accident).
- If a person suffers a reportable work-related injury and dies due to that injury within one year (365 days), this must be reported as a work-related fatality.
- There is no requirement to report the death of a self-employed person when it occurs in premises where they are the sole owner or occupier.

Specified, reportable injuries to workers which must be reported:

- Fractures (other than to fingers, thumbs, and toes)
- Amputation of an arm, hand, finger, thumb, leg, foot or toe
- Any injury likely to cause permanent blinding or reduction in sight in one or both eyes
- Any crush injury to the head or torso causing damage to the brain or internal organs in the chest or abdomen
- Serious burns (including scalding) which:
  - Cover more than 10% of the body
  - Cause significant damage to the eyes, respiratory system, or other vital organs
- Any scalping requiring hospital treatment
- Any loss of consciousness caused by head injury or asphyxia
- Any other injury arising from working in an enclosed space which:
  - Leads to hypothermia or heat-induced illness
  - Requires resuscitation or admittance to hospital for more than 24 hours
- Work-related accidents, where they result in an employee (or self-employed person) being away from work for more than 7 consecutive days as the result of their injury.

We may at times work under the procedures and policies of the main contractor/ principal contractor. In these cases, the main or principal contractor will take responsibility for Reportable Injuries, Diseases and Dangerous Occurrences.

### **Training**

The Responsible Person will ensure the company has the qualifications, skills and understanding necessary to discharge their duties.

Regular Health and Safety training will be given at all levels to enable staff/ site operatives to carry out work tasks in a safe manner.

Refresher training in all matters relating to Health and Safety in the workplace will be reviewed annually. Training may take the form of:

- Site induction
- In-house manual handling and health and safety training
- Risk Assessments
- Method statements
- External training providers

Additional health and safety training will be provided if the following circumstances change:

- The Company changes its operations
- The Company expands its operations
- Any new equipment purchased

### **Information, instruction and supervision**

Whitecroft Scaffolding & Construction Ltd will consult with operatives on a regular basis to provide information on health and safety matters and will ensure appropriate instructions are provided when carrying out tasks.

This Health and Safety Policy will be available to all operatives at any time in addition to COSHH Assessments and Risk Assessments.

The Responsible Person will ensure appropriate supervision is provided, to ensure work is managed safely. Examples of when additional supervision may be needed include, but not Ltd to the following:

- Using subcontractors
- New operatives
- Several contractors working in the same area
- Young workers
- Training
- High risk environments

Health and Safety advice is available from The Responsible Person.

### English as a second language

Where the operative does not speak English, arrangements will be made to have this Health and Safety Policy and subsequent documents e.g. COSHH Assessments and Risk Assessments, translated into the operatives native language.

### **Communication**

#### Internal

Whitecroft Scaffolding & Construction will involve the workforce in drawing up Risk Assessments, Method Statements and safe systems of work, and may include the following methods of communication:

- Toolbox Talks
- Notice Boards
- Newsletters
- Inductions
- Site meetings
- Mailing lists

- Informal conversations

#### External

Whitecroft Scaffolding & Construction will ensure, so far as reasonable, that every person involved in the works has co-ordinated their work activities with one another. This may be in the form of:

- Site induction
- Work Orders
- Emails
- Text messages
- Phone calls
- Job Sheets

The Responsible Person will ensure all person(s) involved in work, report anything that is likely to endanger health and safety of themselves or others.

#### **Risk assessment leading to safe systems of work**

##### Risk Assessment

The Responsible Person will prepare site specific Risk Assessments in accordance with the Management of Health and Safety at Work Regulations.

The Assessments will consider the risks to health and safety of the operative(s), contractor(s) and members of the public. We will take all reasonable practicable measures to reduce those risks to an acceptable level.

#### COSHH

In accordance with COSHH legislation, all substances deemed hazardous to health will undergo a COSHH Assessment. Operatives will refer to COSHH Assessments before use.

#### **Welfare Provision**

‘Welfare facilities’ are those that are necessary for the well-being of operatives and/ or those under the control of the organisation such as:

- Washing
- Toilet
- Rest
- Changing facilities
- Somewhere to eat and drink during breaks

The Responsible Person will ensure adequate and suitable Welfare Provisions are available to all staff. This may be provided by the client, main contractor or principal contractor. Other arrangements may include using public services.

In an event where we provide welfare facilities on site for staff/ site operatives, we will ensure that they are fully in accordance with the Health and Safety Executive's recommendations and current legislation.

### **Monitoring**

The Responsible Person will ensure health and safety is monitored at regular intervals. This may be completed informally and will consider the following elements:

- Emergency arrangements
- Safe systems of work
- Welfare facilities
- Training requirements

Where required, the Responsible Person may seek out the support of an external Health and Safety advisor to carry out audits and assist in identifying any corrective actions.

### **Emergency Procedures**

The Responsible Person will ensure that operatives are familiar with Company emergency procedures. Some emergencies develop rapidly such as a fire or critical medical emergency, which will require operatives to act without waiting for further guidance.

Operatives will familiarise themselves with the site/ location they are working and any emergency procedures, escape routes and firefighting equipment before starting work.

Operatives will ensure that access routes and stairways are not obstructed prior to starting works.

As a standard, if an emergency should arise while working, operatives will follow the outlined procedures:

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#### **Medical Emergency:**

1. Raise the alarm
2. All operatives should stop work if it is safe to-do so
3. Use judgement to contact the appropriate individual or service(s):
  - Onsite First Aiders
  - Ambulance

#### **Fire:**

1. Raise the alarm
2. Operatives gather at the muster point:
  - E.g. entry to site

3. The Responsible Person will ensure this is done safely and keep a note of the number of operatives
4. Responsible Person will use judgement to determine whether fire can be extinguished using fire fighting equipment or if additional support is required

**Police:**

1. Raise the alarm
2. All operatives should stop work if it is safe to-do so
3. Use judgement to contact the appropriate individual or service(s):
  - Police:
    - 999

**Asbestos**

If Whitecroft Scaffolding & Construction Ltd works on projects that:

- a) Were built or refurbished before 2000 and;
- b) Disturb the fabric of the building

We will try to, so far as reasonably practicable, to determine if Asbestos is present. This information may be provided by the Client, Main Contractor, or Principal Contractor.

We will also ensure Asbestos is included in any Risk Assessment if the project fits the criteria.

We will ensure all staff receive Asbestos Awareness training either via Toolbox Talk or an external provider. This will be updated every 12 months.

We will assume any suspicious material is Asbestos and stop work unless there is conclusive evidence to the contrary.

Any suspicious material will immediately be reported to the Responsible Person as well as the main Contractor or Principal Contractor.

**Subcontracting**

Whitecroft Scaffolding & Construction may use sub-contractors (individuals and companies) to undertake work that is of a specialist trade. Any sub-contractor working for Whitecroft Scaffolding & Construction will be provided with the company Health and Safety Policy and any additional relevant information e.g. Risk Assessments.

Sub-contractors will complete a Pre-Qualification questionnaire to ensure they meet the required standard of Health and Safety.

The Responsible Person will ensure all Sub-contractors adhere to safe working practices and monitor their performance to ensure they maintain Health and Safety standards.

**COVID-19**

Whitecroft Scaffolding & Construction will continue to follow government guidelines regarding COVID-19 by keeping up to date with any changes.

We will ensure there is adequate ventilation, where possible, in occupied spaces to help reduce the concentration of respiratory particles.

We will maintain a clean workplace to reduce the risk of infection.

This will be in compliance with Workplace (Health, Safety and Welfare) Regulations 1992.