



National Survivor User Network

Policy name	Health and Safety General Policy Statement
Operational from	May 2010 (reviewed May 2012 / May 2013 / updated August 2021/ reviewed May 2023) September 2023
Next review date	September 2024
Responsible staff member(s)	Jen Beardsley (Interim Chief Executive Officer) jen.beardsley@nsun.org.uk Aimz Rushton (Chair of the Board) aimz.rushton@nsun.org.uk
Associated policies	Health and Safety Policy Disciplinary and Grievance Policy
Privacy	External

NSUN is committed to protecting the health and safety of our employees and others who may be affected by our activities such as members of the public who are service users or contractors. We know that our activities may involve risk to you and others or property. We are therefore committed to taking all reasonable steps to prevent, control or guard against these risks so that we can create and maintain a healthy and safe working environment.

Our commitments are to:

- Support staff to maintain safe and healthy working conditions at home/remotely
- Provide and maintain suitable equipment and systems of work
- Prevent accidents and cases of work related ill-health
- Maintain risk assessments to identify and provide adequate control of health and safety risks arising from our work activities
- Provide staff with the information, induction, training and supervision that they need to safely perform their job roles
- Consult with staff on any matter which may affect their health and safety while working for us
- When attending a meeting or project/activity in person, ensure that emergency procedures, including evacuation in the case of a fire or other incident are clear and known
- Champion a positive health and safety culture throughout the organisation
- Monitor, review and revise this policy regularly

- Ensure safe handling of substances.

The Board of Trustees has overall responsibility for ensuring that NSUN complies with all health and safety legislation, under the [Health and Safety at Work Act 1974](#). As outlined in the separate Health and Safety (H&S) policy, certain staff have responsibility for implementing specific arrangements.

The success of this policy is dependent upon the cooperation of every person who works with us. This means staff i.e. employees, freelancers/contractors (plus volunteers and members where relevant) should:

- Read and familiarise themselves with the separate H&S policy
- Report any H&S issues, potential hazards or accidents/incidents in the correct way, or request assistance from senior staff if required
- Ensure that their own work is without risks to themselves and others as far as reasonably practicable.

Disciplinary action may be taken if anyone fails to follow the H&S policy and procedures or acts in a reckless manner which results in a serious danger to the safety of any person or results in serious damage to property. For further information, please see the separate Disciplinary and Grievance Policy.

Signed:

Date:

A handwritten signature in black ink, appearing to be a stylized 'J' followed by a flourish.

Interim CEO

05/10/2023