

# Health and Safety Policy

## Purpose

The Health and Safety Policy has been produced by the Director and defines the Company's general objectives, organisation and arrangements as required by Section 2 (3) of the Health and Safety at Work Act 1974.

## General Policy

It is policy of Lomax Training Services Limited:

- To safeguard the health, safety, and welfare of all its employees, clients, apprentices, and learners whilst at work and to provide them, so far as is reasonably practicable, with working environments which are safe and without risks to health.
- To have an appointed health & safety representative responsible for health & safety
- To conduct its undertakings in such a way as to ensure, so far as is reasonably practicable, that people not in its employment but who may be affected by our operations are not exposed to risks to their health and safety.
- To recognise its obligation to meet relevant legislative requirements pertaining to health and safety, which apply to the Company's undertakings. These requirements will be regarded as minimum standards.
- To produce and implement a health and safety training programme which promotes the development of personnel as a key resource within the Company and to ensure that they are competent to carry out their duties and committed to carrying out this policy.
- To provide and develop an organisation with clearly defined responsibilities, which actively supports risk management and promotes the involvement of all members of the organisation, including associates and learners towards continuous health and safety improvements.
- To deliver training under the control of preventative and protective measures which have been specified because of systematic hazard identification and suitable and sufficient risk assessment.
- To review the Health and Safety Policy at regular intervals to reflect the requirements of new legislation and business developments, this will be reviewed at least annually.
- To bring the contents of the Health and Safety Policy to the attention of all employees, from initial induction and by ongoing staff meetings and training.
- To ensure that when new substances, plant, machinery, and equipment are introduced into the Company, that adequate risk assessments are executed. To

determine the level of guidance, instruction, training, and supervision that will be required to enable them to be used safely.

- To ensure emergency procedures are in place and effective including fire, bomb, flood etc.
- To ensure that associates undertaking work for the Company are informed of the relevant standards required and are monitored to ensure compliance.
- To promote good health amongst employees and be concerned with the prevention of occupational disorders, diseases, and the cleaning of the site, including classrooms, workshops and offices.
- To undertake investigations into accidents and incidents to establish root causes and to enable suitable and effective corrective action to be taken, as per RIDDOR guidance.

### Responsibilities

The Director and management team will be responsible for determining the Company policies on Health and Safety and Welfare and for ensuring that they are regularly reviewed.

Signed



J E Lomax  
Director

Version	Issued/Publish Date	Superseded by	Next Review Date
1.0	November 2015	Version 2.0	
2.0	January 2018	Version 3.0	
3.0	July 2019	Version 4.0	
4.0	July 2020	Version 5.0	
5.0	January 2021	Version 6.0	
6.0	December 2021	Version 7.0	
7.0	December 2022	Version 8.0	
8.0	December 2023		December 2024