

<b>Purpose of this Statement</b>	To detail the Health and Safety Policy at Lichfield Foodbank
<b>Dated</b>	02/12/2025
<b>Next review date</b>	02/12/2026

## Health and Safety Policy Statement

### 1. Policy Control

Version Description: 1.2

2. **Lichfield Foodbank** recognises that good health and safety management supports the delivery of services and projects in all locations where it operates. Lichfield Foodbank is committed to ensuring so far as reasonably practicable, the health, safety and welfare of all volunteers, employees, temporary workers, contractors (collectively Our Representatives) and members of the public who may be affected by our activities. Lichfield Foodbank declares its intention to satisfy the requirements of the Health and Safety at Work etc. Act 1974 and all other relevant legislation or Regulations.
3. Our representatives are encouraged to constantly challenge health and safety policies and procedures in order to build a health and safety culture and ensure continual improvement in the prevention of ill health and injury in the course of their duties.
4. Trustees and (where delegated) Managers have personal responsibility for the health, safety and welfare of all those acting under their direction or control including visitors at all sites where we operate. All Our Representatives have responsibility for their own health and safety and the health and safety of others who could be affected by their acts and omissions.
5. We do not expect anyone to be a lone worker and therefore we expect any rare instances to be mitigated by appropriate safeguards i.e. reporting mechanisms /personal safety and welfare checks
6. **Lichfield Foodbank** will:
  - i) Comply with all relevant statutory requirements for health, safety, and welfare.
  - ii) Consult with Representatives at all levels in order to improve the health and safety culture across all areas of the organisation.
  - iii) Ensure that all Representatives have access to and are aware of the Health and Safety Policy, procedures, and guidance.
  - iv) Undertake risk assessments that are suitable and sufficient for work activities and implement appropriate risk control measures. Our new warehouse is a great improvement to the working environment/conditions however we do need to ensure that any lifting and handling and working at heights is appropriately assessed and considered for our volunteers

- v) Provide and maintain a safe place of work, including safe access to and egress from, for Representatives and members of the public visiting our premises or accessing our services.
- vi) Implement safe systems and processes for all activities conducted.
- vii) Provide information, instruction, training, and supervision of Representatives in matters of health and safety.
- viii) Provide and maintain safe equipment.
- ix) Ensure safe use, handling, storage and transport of articles and substances used or associated in the provision of Lichfield Foodbank services or activities.
- x) Implement a procedure for the recording, reporting, and investigating of accidents, incidents, near misses and instances of ill health to determine if such are the result of Lichfield Foodbank's activities.
- xi) Provide a regular report on Lichfield Foodbank health and safety performance to the trustees and ensure the report contains proposals for the continual improvement of health and safety management as appropriate.

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*For completion each time the policy is reviewed / edited:*

<b>Monitoring of the procedures</b>	Board of Trustees
<b>Next Review Date</b>	02/12/2026