



Health and Safety Policy Statement

as required by the Health and Safety at Work etc. Act 1974 Section 2(3)

This is the Health and Safety Policy of St. Edmund's College, Cambridge. The College is committed to the pursuit of its charitable objectives in Education, Religion, Learning and Research and in doing so to take all necessary steps to ensure the health and safety of its members, staff, visitors and all others who may be affected by the College's activities.

The College's Council require the College to establish, maintain and enforce appropriate measures to control and monitor Health and Safety in order to ensure that the College is and remains a healthy and safe place to study, work and visit.

Statement of Intent

The College will:

1. Ensure compliance with all relevant Health & Safety Legislation and other requirements.
2. Ensure that working practices are safe and take reasonable steps to limit risk to health.
3. Ensure that, where relevant, all necessary precautions are taken in respect of the safe use, handling, storage and transport of materials and substances.
4. Provide such information, instruction, training, and supervision as is necessary to ensure the health and safety at work of all employees, students and users of the College.
5. Maintain all working areas, equipment and transport under its control in a safe condition, free from risk to health.
6. Provide adequate facilities for the welfare of all members including employed and stipendiary staff, Fellows and senior members and students; and all other relevant users of the College.
7. Safeguard the health and safety of visitors and of any members of the public who could be affected by its activities.
8. Make available all necessary information relating to Health and Safety in respect of processes, products and services. This shall include the creation and maintenance of health and safety procedures, including roles and responsibilities which underly this information.
9. Review and update the College policy as and when necessary, particularly in respect of major changes within the organisation and/or changes in legislation, and to bring those changes to the attention of all concerned.
10. Conduct a 'suitable and sufficient' assessment of the risks posed to all members of the College, its employees, its visitors and any other persons who might be affected by their work activities.

Responsibility for Health and Safety	
Overall and final responsibility for Health and Safety:	The Master
Day-to-day responsibility for ensuring this policy is put into practice:	The Bursar The Domestic Bursar The Governance, Risk & Compliance Manager

All College staff should:-

- Co-operate with College Officers and Heads of Department on health and safety matters;
- Take reasonable care of their own health and safety; and
- Report all health and safety concerns to an appropriate person (as detailed above).

Responsible Officer			
Position	Name	Signature	Date
Master	Christopher Young		