



POLAR3 9 Health and Safety Policy

Statement of Intent

All college policies and procedures adhere to the guidelines and ethos of Equality and Diversity. When printed, this document becomes an **UNCONTROLLED COPY**. Always refer to the intranet to ensure you are accessing the current version.

Date of Origin	Last Updated	Proposed Review	EQIA Date	Responsibility for Review
January 2022	February 2023	February 2024	January 2022	Assistant Registrar – Health, Safety & Wellbeing

Our Purpose in New College Lanarkshire is that we advocate social justice, enable whole person education, and partner to release potential within our communities.

Our Mission is to bring Education Closer.

Our Values are:

1. We are just
2. We give our all
3. We are kind
4. We are bold
5. We respect all
6. We give more than we take

Our health, safety, and well-being vision align directly with our purpose and mission as we strive to develop one college community where everyone is engaged to protect each other. Our values help ensure that we meet our daily health and safety goal to ensure that everyone works safely and is free from harm

To achieve this goal:

- We are committed to providing a safe and healthy working environment for all staff, students, contractors, and visitors in accordance with the Health and Safety at Work, etc. Act 1974.
- We will communicate and collaborate on safety issues, providing open and honest feedback on safety, health, and well-being concerns.
- We will set consistent standards across all our campuses, to ensure a firm foundation of health and safety policies, procedures, processes, and practices and we will meet our legal and moral obligations.
- We will ensure that safe systems of work are in place for all tasks, that risk assessments are documented and reviewed periodically, and that they reflect the actual practices taking place across the college.
- We will promote healthy living to improve the health and well-being of our staff and students.
- We will ensure robust incident investigations are carried out to determine the root cause, prevent a recurrence and continue to improve day-to-day safety performance.
- We will provide the necessary competent resources for health and safety management to ensure safety, health, and wellbeing are treated as core principles and underpins all that we do.
- We will strive to create a culture across our campuses where everyone is responsible for their own actions and behaviours, they look out for one another, and everyone believes that no job is so urgent or important that it cannot be done safely.

The Board of Management of New College Lanarkshire will ensure the strategic direction of health and safety issues relative to our operations through the Executive Board and through effective risk management policies and practices to identify and manage such risks. The continuity of business and effective contingency planning is also key.

Strategic Health, Safety & Wellbeing Aims

- a) Firm Foundation

Create a Health, Safety and Well-being system that is standardised across the campuses establishing a “firm foundation” upon which to build upon. We will ensure that we implement consistent policies, procedures, and processes supported by practices that keep people safe.

b) Hearts & Minds

Coach and develop our staff and students to ensure they internalise safety with mindsets, skill sets, and tool sets that result in their ownership of safety.

c) Community requirements;

- Risk Assessment - create a simplified process, coach and develop staff on the new process, ensure accountability and ownership and create a risk assessment register accessible to all;
- Occupational Health – ensure the provision of Occupational Health support to staff for the purpose of statutory health surveillance, health monitoring, Counselling, and general support. Deliver appropriate health and well-being events across the campuses;
- Maintain support to staff and learners – the HSW Team will continue to offer support, training, and advice to all staff and learners to enhance our H&S Culture and work collaboratively with our Trade Union Representatives in accordance with Safety Representatives and Safety Committee Regulations 1977;
- Monitoring and Review - Monitor all aspects of the H&S Management system of the organisation via reactive and proactive approaches.

The allocation of responsibilities for health and safety matters and the particular arrangements in place with which to carry out the policy are set out in the sections that follow.

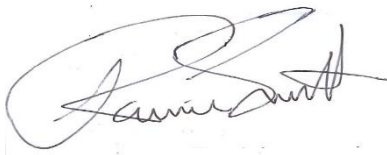
Signed



Principal and Chief Executive

Date: 22 February 2023

Signed



Chair

The Lanarkshire Board

Date: 22 February 2023