

TruthPie Health and Safety Policy

(5/8/21)

TruthPie run venues which are used by self-employed wellbeing practitioners in multi-occupancy buildings. Practitioners primarily work with 1 or 2 clients at a time within one room per day.

Director, Joanna Rennie, has no other employees of the company. Joanna's work for TruthPie is primarily undertaken remotely but she does have some on-site tasks. The self-employed practitioners using the building are responsible for their own health and safety within the venue and the health and safety of their clients. They use the venue as part of the TruthPie collective and practitioners take responsibility for the cleanliness of their own treatment rooms during the time they are using the centre and have signed an agreement to leave spaces in the clean condition in which they are found.

Joanna hires one self-employed person for remote office cleaning assistance who is responsible for regular cleaning of the treatment rooms and their own safety at work. Communal spaces within the building are the responsibility of Workspace Ltd and they take care of the safety and cleaning in these areas.

Policy Statement

Part 1: Statement of intent

This is the health and safety policy statement of: TruthPie Ltd

Our health and safety policy is to:

- prevent accidents and cases of venue-related ill health.
- manage health and safety risks in our venues.
- provide clear instructions and information and ask for relevant documentation to ensure venue-users are competent to do their work.
- provide personal protective equipment where related to venue-safety.
- consult with venue-users on matters affecting their health and safety.
- provide and maintain safe venues and equipment.
- ensure safe handling of substances.
- maintain safe and healthy venue conditions.

Implement emergency procedures, including evacuation in cases of fire or significant incident.

- review and revise this policy regularly.

Signed: Joanna Rennie Printed name: Joanna Rennie Date: 05/08/2021

Review date: 05/08/2021

Part 2: Responsibilities for health and safety

1 Overall and final responsibility for health and safety:

Joanna Rennie (Director)

2 day-today responsibility for ensuring this policy is put into practice:

Joanna Rennie (Director)

3 To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

Joanna Rennie – practise-related safety, risk assessments, consulting practitioners, venue-related accidents, venue-related ill-health, monitoring, accident and venue-related ill-health investigation, providing information on emergency procedures, providing information on fire and evacuation, maintaining equipment.

Practitioners- practise-related safety, practise-related accidents, first aid and work-related ill health, actioning emergency procedures, actioning fire and evacuation plans, maintaining equipment.

4 All venue hirers should:

- Co-operate with TruthPie on health and safety matters;
- Stay informed and implement health and safety for their individual practises;
- Take reasonable care of their own and their client's health and safety; and
- Report all health and safety concerns to an appropriate person (as detailed above)

Part 3: Arrangements for health and safety

Risk assessment

- We will complete relevant risk assessments and act on items we have not already have implemented.
- We will review risk assessments when working habits or conditions change.

Training

- We will provide practitioners with health and safety information including emergency procedures and venue-related safety.
- We will provide personal protective equipment where required by TruthPie outside of the practitioner's guidelines for practise and for the safety of use of the building
- We will advise practitioners to complete their own risk assessments for their individual practise and to keep up to date on first aid training/information and safety measures required for their own practises.
- We will require all practitioners using the venue to have completed a coronavirus awareness course.

Consultation

- We will consult practitioners routinely on health and safety matters as they arise and formally when we review health and safety.

Evacuation

- We will make sure escape routes are always well signed and kept clear.
- Evacuation plans are tested from time to time and updated if necessary.