



Earth Moves Cooperative
20 Prescott Street
Wirral
CH45 9JW

Date: 01/01/2025

Health and Safety Policy

At Earth Moves, we are committed to ensuring the health, safety, and wellbeing of all those involved in our activities, including staff, volunteers, participants, and visitors. We recognise that health and safety is a fundamental part of our operations, and we take all necessary steps to ensure that we comply with relevant health and safety legislation and best practices.

Key Responsibilities

Health and Safety Officer:

Paula Staunton is the designated Health and Safety Officer for Earth Moves, responsible for ensuring the implementation of this policy, conducting regular risk assessments, and overseeing the health and safety of all activities.

Management and Staff:

All management and staff members have a shared responsibility for maintaining a safe environment. Staff are required to:

- Follow all health and safety procedures and guidelines.
- Report any hazards, accidents, or near misses immediately.
- Cooperate with any risk assessments and safety procedures that are in place.

Volunteers:

Volunteers must also adhere to the health and safety guidelines, participate in relevant training, and report any concerns about safety in the workplace. They must assist in creating a safe and positive environment for participants.

Risk Assessment

We carry out thorough risk assessments before every event, session, and activity to ensure that we identify any potential hazards. These assessments are regularly reviewed and updated to reflect any changes in the environment or the nature of the activity.

Risk assessments are conducted on the following:



- Venue safety (including fire safety and access to first aid).
- Equipment safety (ensuring that any tools or materials used are safe and fit for purpose).
- The general safety of participants, including any specific needs of vulnerable adults, children, or neurodiverse individuals.

First Aid and Emergency Procedures

- We ensure that trained first-aiders are present at all of our events.
- First aid kits are available and easily accessible at all times during activities.
- Emergency procedures are clearly communicated to all staff, volunteers, and participants, and these are regularly reviewed.
- Contact information for emergency services is kept up to date and is available to all staff and volunteers.

Health and Safety Training

All staff and volunteers will undergo health and safety training relevant to their roles. This includes:

- Basic first aid training.
- Fire safety and emergency evacuation procedures.
- Understanding the specific health and safety needs of the individuals we work with, particularly vulnerable adults and children.

Health and Safety Equipment

- Appropriate Personal Protective Equipment (PPE) is provided when necessary (e.g., gloves, safety glasses, or aprons).
- We ensure that all equipment and materials used during activities are in good condition and safe to use.

Safe Work Environment

We ensure that all workspaces are:

- Well-lit and well-ventilated.
- Clean and tidy, with all walkways and work areas kept clear of obstructions.
- Accessible to all participants, including those with mobility needs.

We provide suitable facilities to ensure hygiene standards, including clean toilets, handwashing facilities, and safe food preparation areas when applicable.



Reporting Accidents and Incidents

- All accidents, incidents, and near-misses must be reported immediately to the Health and Safety Officer or the designated supervisor.
- Detailed records are kept of all incidents, and investigations are conducted to prevent recurrence.

Safeguarding Participants

- We ensure that safeguarding procedures are in place for all participants. This includes ensuring that vulnerable individuals are not exposed to unnecessary risk and that all activities are suitable for their needs.

Health and Safety Review and Monitoring

- This policy is regularly reviewed and updated to ensure that we are complying with current legislation and maintaining best practice.
- We monitor the effectiveness of our health and safety procedures through feedback, audits, and regular inspections.

For more information or to report any concerns, please contact us at
info@earthmoves.org

Tara Hudson

Health and Safety Lead