



PHX TRAINING LTD **HEALTH AND SAFETY POLICY**

GENERAL STATEMENT

PHX Training Ltd will provide and maintain safe and healthy working conditions, equipment and systems of work for all our employees, clients and collaborative partners. We aim to provide such information, training and supervision needed for this purpose. We also accept our responsibility for the health and safety of other people who may be affected by our activities.

The allocation of duties for safety matters and the particular arrangements we will implement are set out below.

The policy will be kept up to date, particularly as the business changes in nature and size. To ensure this, the policy and the way in which it has operated will be reviewed every year.

Signed
Director
Date

Fire extinguishers: Available in each centre and subject to maintenance checks

Maintenance Company: See Jayne Scott for details for each centre.

Safety Officer: See Jayne Scott for details for each centre.

The Local Inspector's office and telephone number: See Jayne Scott for details for each centre

TRAINING ON HEALTH AND SAFETY

Person(s) responsible for training: Daniel Scott

RISK ASSESSMENT ARRANGEMENTS

Health and safety risks arising from work activities at PHX Centres

Risk assessments will be undertaken by:

The findings of the risk assessment will be reported to:

Shirley Williams

Action required to remove/control risks will be approved by:

Shirley Williams

Daniel Scott will be responsible for ensuring the action required is implemented

Garry Taylor will check that the implemented actions have removed/reduced the risks.

Assessments will be reviewed every **6 Months**.

ELECTRICAL EQUIPMENT

Action :

Routine for inspecting plugs and cables for loose connections and faults

Weekly basis by Centre manager