

Young Apprenticeship Programme – Health & Safety Procedures at.....

You may be asked to sign a Health & Safety Declaration to confirm that you have understood the responsibilities and duties of the college/employer, and your responsibilities with respect to working safely

Health and Safety in College

This section contains important information. Your tutor / employer should go through this with you and you should sign the declaration to say that you have received this information.

The sole reason for the Health and Safety procedures are to protect everyone in the workplace. Health and Safety is all about preventing accidents, and the injuries they cause, and keeping everyone safe and healthy when at work, encouraging attitudes that promote safe working practices and awareness of safety issues.

The most important piece of Health and Safety Law, is the Health and Safety at Work Act 1974. The purpose of this Act is to provide a framework by which all companies can secure the health and safety and welfare of all their employees, and other people on their premises, including students.

Duties of employer under the Act

- Make assessments of, and eliminate or reduce, all significant risks within the workplace.
- Supply safe tools, equipment and working practices.
- Provide information, instruction, training and supervision.
- Provide a safe working environment.
- Supply suitable personal protective equipment, where necessary.
- Ensure the safe handling, storage and movement of articles and substances.
- Provision of adequate welfare facilities.

Duties of employees under the Act – including Students

The employees' duties under this Act are equally as important as the employer's. Employees have a legal duty to comply with the following:

- To be responsible for their own safety, and to ensure that their actions do not cause accidents to other people.
- Not to interfere with anything provided in the workplace for safety purposes.
- To report any hazardous situations that comes to their notice, immediately.

In other words, Health and Safety is not just Management's responsibility, it is everyone's. We all have a duty to look after each other and ourselves, to ensure that each day at work is a safe day.

I have read and received this information.

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Young learner's signature

Date