



## Health & Safety Policy

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### Purpose

Our charitable activities involve working with animals, volunteers, and members of the public in a farm-based environment. The purpose of this policy is to protect all individuals who interact with our organisation and to provide clear principles that guide our approach to maintaining a safe and healthy environment.

### Lead Trustee

A lead trustee will be appointed to provide oversight of safeguarding and to lead on any incident investigation and reporting.

Lead Trustee

Louis Edmonds

### Applicability

This policy applies to anyone working on our behalf, including trustees, volunteers, and contractors, as well as visitors to our site.

Partner organisations will be required to have their own health and safety procedures that must, as a minimum, meet the standards outlined below, and include any additional legal or regulatory requirements specific to their work.

Health and safety should be appropriately reflected in other relevant policies and procedures.

## Principles

We believe that:

- Nobody involved in our work should be exposed to unnecessary risk of injury or ill health.
- We all have a responsibility to promote the health, safety, and welfare of all beneficiaries, volunteers, and visitors.
- We all have a collective responsibility for creating a culture in which safety is prioritised and concerns can be raised openly.
- Risks should be identified, assessed, and managed proactively.

## Key Risks

Risks may arise from:

- Interaction with animals, which may behave unpredictably
- Farm and rural hazards, including uneven ground, mud, and environmental conditions
- Use of tools, equipment, and machinery
- Manual handling activities
- Slips, trips, and falls
- Biosecurity risks and hygiene concerns
- Presence of visitors, including children accompanied by adults

## Reporting Concerns

If there is an immediate risk to safety or a serious incident, emergency services should be contacted without delay.

If you are a visitor or member of the public, report concerns to a member of our team.

For volunteers and members of the organisation, concerns should be reported to a supervisor or trustee.

All incidents, accidents, and near misses must be reported and recorded via online Incident Report Form. Trustees are mindful of their reporting obligations under relevant legislation, including reporting serious incidents where required.

## Responsibilities

**Trustees.** This policy will be reviewed and approved by the Board annually.

Trustees are responsible for ensuring compliance with health and safety legislation and good practice. A lead trustee/committee will be given responsibility for oversight of all aspects of safety. This will include:

- Creating a culture in which everyone feels safe and able to raise concerns
- Undertaking an annual review of health and safety performance
- Receiving regular reports to ensure policies are applied consistently
- Providing oversight of incidents and ensuring appropriate investigation
- Ensuring risks are identified through suitable risk assessments
- Ensuring appropriate control measures are implemented and monitored
- Ensuring adequate resources are available to manage health and safety
- Ensuring safe systems of work are in place for all activities
- Ensuring appropriate training and guidance is provided
- Ensuring equipment is maintained in a safe condition
- Ensuring compliance with reporting requirements where applicable

**Everyone.**

- Take reasonable care of their own health and safety and that of others
- Follow instructions, training, and safety procedures
- Use equipment appropriately and report defects
- Report hazards, incidents, and near misses promptly

## **Risk Management**

We will identify and manage risks by:

- Carrying out regular risk assessments of activities, site, and animal handling
- Implementing appropriate control measures
- Reviewing assessments following incidents or changes
- Maintaining safe working environments

## **Training and Awareness**

We will ensure that:

- Volunteers receive appropriate health and safety induction
- Relevant training and guidance is provided for specific tasks

- Individuals understand risks associated with their roles
- Safety procedures are communicated and reinforced regularly

### **Equipment and Facilities**

We will ensure that:

- Equipment is maintained in a safe working condition
- Faulty equipment is removed from use and reported
- Appropriate personal protective equipment (PPE) is provided where necessary
- Facilities are maintained to minimise risk

### **First Aid and Emergencies**

We will ensure that:

- Basic first aid provisions are available
- Emergency procedures plan are in place and communicated
- Emergency contact details are accessible

### **Working with Other Organisations**

In working with other organisations, we will:

- Carry out appropriate due diligence
- Ensure responsibilities for health and safety are clearly defined
- Establish monitoring and reporting arrangements

**Version Control - Approval and Review**

Version No	Approved By	Approval Date	Main Changes	Review Period
1.0	Board	May 2025	Initial draft approved	Annually
1.1	Board	March 2026	Reviewed with no changes made	Annually

## **Statutory Guidance**

[HSE – Managing risks and risk assessment](#)

[HSE – Volunteering: health and safety responsibilities](#)

[HSE – Including volunteers in risk assessments](#)

[GOV.UK – Charities and risk management \(CC26\)](#)

## **Useful Links**

[HSE – Health and safety guidance homepage](#)

[HSE – Event and external safety guidance links](#)

[HSE – Other sources of advice \(charities & volunteering\)](#)