

Health and Safety Policy for Wild Mind Well-Being

1. Policy Statement:

At Wild Mind Well-Being, we are committed to ensuring a safe, healthy, and nurturing environment for all students, staff, visitors, volunteers, and animals on our farm-based alternative provision. We recognise the importance of robust health and safety practices to prevent accidents, injuries, and illnesses and to comply with relevant legal obligations. Our policy aims to foster a culture of safety, well-being, and responsibility. The full policy is available in the staff folder, on our website, and upon request.

2. Responsibilities:

- Management: The management team holds ultimate responsibility for the implementation and maintenance of health and safety procedures. They will ensure compliance with health and safety legislation, allocate appropriate resources, and regularly review the effectiveness of policies. Management will also ensure that all staff are aware of their responsibilities and that risk assessments and safety measures are implemented.
- Staff: All staff members must adhere to health and safety guidelines at all times. This includes conducting daily safety checks, using equipment responsibly, and ensuring that students follow safety protocols. Staff must report hazards, near misses, or safety concerns immediately, and actively participate in health and safety training and updates.
- Students: Students are expected to follow all health and safety instructions given by staff. They should use equipment safely,

treat animals with care, and report any safety concerns or accidents to staff immediately. Our expectations are available in our Student Handbook.

- Visitors/Volunteers: Visitors and volunteers must follow all health and safety instructions provided by staff, including appropriate use of personal protective equipment (PPE) when required.

3. Risk Assessment:

- Regular Risk Assessments: Regular risk assessments will be conducted in all areas, including farm spaces, classrooms, animal enclosures, and during any specific activities. These assessments will identify potential hazards and the likelihood of harm.

- Control Measures: Where risks are identified, appropriate control measures will be put in place to minimise those risks. This may include signage, PPE, changes in procedures, or additional supervision. These can be recorded by staff on Bright HR.

- Ongoing Review: Risk assessments will be reviewed regularly or following any incidents to ensure they remain effective.

4. Training and Supervision:

- Staff Training: All staff undergo comprehensive health and safety training upon induction, with regular refresher courses. Training covers fire safety, first aid, manual handling, Team Teach, working safely with animals, and any other relevant risks.

- Supervision of Students: Students will be supervised at all times at the ratio stated on their Student Plans. This may be 2:1 where appropriate with a maximum ratio of 1:1 or 2:6. Activities that may involve risks, such as working with animals, using machinery, or handling farm equipment require a high staff ratio. Younger or less experienced students may receive additional supervision and instruction.

- Specialised Training: Specific roles (e.g. handling medium risk animals) will require additional training and certifications where necessary.

5. Emergency Procedures:

- Emergency Plans: Wild Mind Well-Being has established comprehensive emergency procedures, including fire evacuation plans, medical emergency protocols, and procedures for animal-related incidents.

- Staff Training in Emergencies: Staff will be trained on the emergency procedures, including the location of exits, fire extinguishers, first aid kits, and assembly points. Staff must also understand how to respond to medical emergencies, including those involving students or animals.

- Communication: In the event of an emergency, clear communication channels will be established to inform staff, students, and emergency services of the situation. A designated member of staff will take charge in each type of emergency.

6. Welfare of Animals:

- **Animal Care:** We are committed to maintaining the highest standards of welfare for all animals on our farm. This includes providing clean and safe housing, proper nutrition, and regular veterinary care. We have a fully qualified and insured Animal Behaviourist on site at all times and staff are trained to high standards. We have an Animal Welfare Policy which is followed and understood by all staff and students.

- **Student Interaction:** Students will be taught how to safely interact with animals, including the correct way to approach, handle, and care for them.

- **Veterinary Care:** Animals will receive routine health checks, vaccinations, and treatments as needed. Any signs of illness or distress will be addressed immediately.

7. Health and Hygiene:

- **Hygiene Practices:** We promote rigorous hygiene practices, including the availability of handwashing facilities and the use of hand sanitiser. Regular cleaning and disinfecting of shared spaces and equipment will be enforced to prevent the spread of infections.

- **Personal Protective Equipment (PPE):** Appropriate PPE will be provided for tasks that require it, such as handling animals, working with chemicals, or using machinery.

- **Waste Management:** Proper waste disposal systems are in place to manage general, animal, and hazardous waste. Regular waste removal will be carried out to ensure cleanliness and hygiene across the site.

- First Aid Provision: First aid kits are readily available, and designated staff are trained in first aid. Accidents will be logged, and incidents requiring medical attention will be addressed immediately.

8. Monitoring, Review, and Reporting:

- Regular Monitoring: Health and safety practices will be monitored regularly by management to ensure compliance with this policy. This includes spot checks, reviews of risk assessments, and ensuring equipment is maintained to a safe standard.

- Incident Reporting: All accidents, incidents, or near misses must be reported to management immediately, using the correct forms. This includes any health and safety breaches, injuries, or equipment failures. All incidents will be thoroughly investigated to prevent recurrence.

- Policy Review: This policy will be reviewed annually or sooner if required due to legislative changes or following an incident. Any changes to the policy will be communicated to all staff, students, and relevant parties.

Signed: C. China

Director, Wild Mind Well-Being CIC

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