

OUR HEALTH **& SAFETY** **GENERAL STATEMENT** **OF INTENT**



The company believes that excellence in the management of health and safety is an essential element within its overall business plan - a good health and safety record goes hand in hand with high productivity and quality standards.

People are the most important asset to this company, and therefore we are totally committed to ensuring their health, safety and welfare at all times.

From an economic point of view, the company believes that prevention is not only better, but cheaper than cure. There is no necessary conflict between humanitarian and commercial consideration. Profits and safety are not in competition. On the contrary, safety is good business.

From a legal perspective, the company is committed to ensuring that it complies with all relevant health and safety legislation. Where it is reasonably practicable to do so, the company will strive to go beyond the requirements of legislation.

The company is committed to ongoing monitoring and review processes, so that continual improvement in the management of health and safety can be achieved.

Our general intentions are:-

- To provide adequate control of the Health and Safety risks arising from our work activities;
- To consult with our employees on matters affecting their Health & Safety;
- To provide and maintain safe plant and equipment;
- To ensure safe handling and use of substances;
- To provide information, instruction and supervision for employees'
- To ensure all employees are competent to do their tasks, and to give them adequate training;
- To prevent accidents and cases of work related ill health;
- To maintain safe and healthy working conditions; and
- To review and revise this policy at regular intervals.

Here are some key areas where we are exposed to risk and where particular care and attention is appropriate

Adequate Staffing Levels and Lone Working

Always maintain a minimum of 2 people on the sales floor at all times and/or make adequate arrangements if you ever have to work alone. Whenever possible there must be two members of staff present when opening and closing.

Also, be mindful of members of staff travelling off site with high values.

Controlled Door Entry

The nature of our business is dealing with people we do not know or to trade with open doors. However there are certain times when we are more vulnerable to attack, such as when dressing or undressing the displays. The entrance door(s) should always be locked (manually or electrically) at such times or whenever there is an increased risk such as when staffing numbers are minimal.

Opening and Closing

Ensure you use the routines explained to you when opening and closing and if applicable use the CCTV which may enable you to check that it's safe to leave the premises when closing.

Health & Safety Procedures for Robbery

You owe your fellow employees a duty of care. In the event of robbery or attempt do not "have a go". Follow the training and instruction we have given upon how to react when under attack. Do not be a hero! Hand over the goods to avoid aggression and only use hold-up alarms if safe to do so.

Diligence and good practice will contribute to your Health and Safety - Don't be embarrassed to be cautious!

Signed Position Date

Review Date.....



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