

## COMPANY HEALTH AND SAFETY POLICY

### **THE HEALTH AND SAFETY OF EACH EMPLOYEE OR SUB-CONTRACTOR SHALL TAKE PRECEDENCE IN ALL CIRCUMSTANCES.**

The Directors of Jane Clayton & Company recognise that the health, safety and welfare of employees are fundamental. They will devote the time and resources required to provide an adequate control of health, safety and wellbeing pertaining to our work activities. The Company is strengthened by a shared responsibility for our safety performance; each individual has a duty of care to themselves and their colleagues. Team Leaders and Managers will receive suitable instruction, training and guidance so as to enable them to discharge their obligation to encourage safe working practices and ensure adherence to safe standards.

To support our commitment to providing a safe working environment we have introduced safety management processes to: -

- Identify hazards and control risks
- Prevent accidents and ill health and provide first aid
- Consult with employees on matters affecting their health and safety
- Provide and maintain safe tools and equipment
- Maintain safe and healthy working conditions
- Monitor poor safety performance so as to seek continual improvement
- Review, revise and republish this policy at regular intervals

We are committed to a continuous development of our safety management strategy and review regularly our risk assessment procedures, safe working systems, training and information, accident reporting and investigation procedures and our consultation with workforce representatives. Our safety rules and procedures are reviewed, updated and published regularly.

BY WORKING TOGETHER IN A SPIRIT OF CO-OPERATION AND VIGILANCE, THE COMPANY WILL ACHIEVE ALL OF ITS SAFETY GOALS AND OBJECTIVES. THE DIRECTORS OF THE COMPANY ARE FULLY AND ACTIVELY COMMITTED TO ACHIEVING AND MAINTAINING THE HIGHEST STANDARDS OF HEALTH AND SAFETY PRACTICE.

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Managing Director  
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