



**4. Policy Statement**

The WEA has a legal duty of care towards protecting the health and safety of its employees and and safety is a business-critical function. In order to discharge its responsibilities, the trustees and management team will:

Policy Statement and relevant responsibilities and procedures to the attention of all employees and volunteers


welfare arrangements across the organisation  
 are effective risk assessment arrangements in place to identify, manage and eliminate/reduce risks to health and safety and welfare, including through the selection and design of materials, buildings, facilities, equipment and processes  
 consult with our employees on matters affecting their health and safety

staff and others actively contribute to their own health and safety and that of others to identify and report hazards

health and safety issues  
 remises, provide and maintain safe plant and equipment to a safe standard

are competent to do their tasks  
 se policies and procedures to pursue a programme of continuous improvement.

This health and safety policy will be reviewed at least annually, usually in advance of each new academic year, and revised as necessary to reflect changes to the business activities and any changes to legislation. Any changes to the Policy will be brought to the attention of all employees. The full Policy and other health and safety information and procedures are located on WEAs Intranet: <https://intranet.wea.org.uk/health-and-safety> .

Name	Position	Date	Signature
John Widdowson	Chair of Trustees	13 July 2023	
Simon Parkinson	CEO & General Secretary	13 July 2023	