



Policy: Clint Stamper Training Ltd - Health and Safety Policy- V2

Written by: Clinton Stamper /Debbie Stamper

Responsible Person: Clint Stamper

Approval date: 7/7/26

Date of next review: 7/7/27

1. Statement of Intent

Clint Stamper Training Ltd (CST) is committed to ensuring, so far as is reasonably practicable, the health, safety and welfare of its employees, learners, contractors, visitors and any other persons who may be affected by its activities.

As a specialist electrical training provider, CST recognises that its activities include practical, hands-on training and assessment. We are committed to eliminating hazards where possible and, where risks cannot be eliminated, reducing them to the lowest level reasonably practicable through effective planning, supervision, safe systems of work and clear expectations around behaviour.

This policy demonstrates our commitment to complying with all relevant health and safety legislation and to promoting a positive safety culture across all training activities.

2. Our Health and Safety Commitment

CST aims to:

- Achieve and maintain high standards of occupational health, safety and welfare
 - Comply with all relevant health and safety legislation, regulations and codes of practice
 - Promote strong leadership and accountability for health and safety
 - Integrate health and safety into all training design, planning and delivery activities
 - Reduce risks to the lowest reasonably practicable level through effective controls
 - Ensure employees and learners receive appropriate information, instruction, training and supervision
 - Encourage safe behaviour from employees, learners, contractors and visitors
 - Promote a sensible and proportionate approach to risk management
 - Monitor, review and continuously improve health and safety performance
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3. Responsibilities

Senior Management / Responsible Person

The Responsible Person has overall responsibility for health and safety within CST and will:

- Ensure this policy is implemented and reviewed regularly
- Ensure suitable arrangements are in place to manage health and safety risks
- Ensure appropriate training, supervision and resources are provided
- Review health and safety performance, incidents and concerns

Centre Manager

The Centre Manager will:

- Promote good health and safety practices within the training environment
- Ensure this policy is available to employees and learners
- Ensure premises and equipment are safe and suitable for use
- Ensure risk assessments are followed and reviewed as required
- Ensure faulty equipment is removed from use and reported
- Maintain clear emergency and fire evacuation arrangements

- Ensure staff and learners are aware of first aid and emergency procedures
- Ensure all employees receive appropriate induction and training

Tutors / Assessors

All Tutors and Assessors are responsible for their own health and safety and that of learners under their supervision. They must ensure:

- Learners receive clear safety information at the start of training
- Learners are adequately supervised during all practical activities
- Safe procedures are followed and hazards are identified and controlled
- Equipment is suitable, safe and correctly used
- Unsafe behaviour is challenged immediately
- Training activity is paused or stopped where safety may be compromised

Employees

All employees must:

- Take reasonable care of their own health and safety and that of others
- Follow health and safety instructions and procedures
- Use equipment and PPE correctly
- Report hazards, incidents and unsafe conditions promptly
- Co-operate with management on health and safety matters

4. Arrangements for Learners

All learners will receive a health and safety induction at the start of training. Health and safety expectations will be reinforced throughout the course, including during practical activities and progress reviews.

For practical electrical training:

- Learners will receive clear safety instruction before using equipment or training rigs
- All practical activity will be supervised by competent trainers
- Learners must follow safe working practices, including isolation procedures
- PPE must be used where required
- Learner behaviour must not place themselves or others at risk

Failure to comply with health and safety instructions may result in removal from training.

5. Training and Supervision

CST ensures that all employees receive appropriate health and safety training, including:

- A health and safety induction
- Instruction on safe working practices relevant to their role
- Ongoing supervision and support

Learners are supervised at all times during practical training to ensure activities are carried out safely and in accordance with agreed procedures.

6. Risk Assessment and Safe Systems of Work

CST identifies hazards and assesses risks associated with its activities. Where risks cannot be eliminated, suitable control measures are implemented to reduce risk to the lowest reasonably practicable level.

Risk assessments and safe systems of work are used to:

- Plan training activities
- Support safe use of equipment and training rigs
- Inform learners and staff of hazards and controls

Risk assessments are reviewed periodically and whenever there are changes to equipment, delivery methods or training environments.

7. Incident, Accident and Near Miss Reporting

All employees, learners and contractors must report accidents, incidents, near misses or health and safety concerns promptly to the Centre Manager.

All reported events will be reviewed to identify causes and any required corrective actions. The purpose of reporting is to promote learning and continuous improvement, not to attribute blame.

8. Monitoring and Review

This Health and Safety Policy will be monitored and reviewed regularly to ensure it remains effective and appropriate to the nature of CST's activities.

The policy will be reviewed at least annually or sooner if significant changes occur.

9. Legal Framework

This policy is informed by, but not limited to, the following legislation:

- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Electricity at Work Regulations 1989
- Provision and Use of Work Equipment Regulations 1998
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)
- Regulatory Reform (Fire Safety) Order 2005
- Manual Handling Operations Regulations
- Personal Protective Equipment Regulations

This list is not exhaustive.

Signed: _____

Name: Clint Stamper

Position: Director

Date: _____