



FREEDOM SUPPORT NETWORK RISK ASSESSMENT POLICY

Introduction

This is Freedom Support Network's Risk Assessment Policy, which outlines the Charity's approach to all aspects of Risk Assessment within its operations in relations to the safety of our service users, staff, volunteers and others that come in contact with our work operations.

Policy Statement

Freedom Support Network recognises its responsibility to ensure that all reasonable precautions are taken to provide and maintain working conditions which are safe, healthy and compliant with all statutory requirements and codes of organisation, including the statutory duty on employers to conduct regular health and safety risk assessments.

Freedom Support Network is committed to ensuring the health, safety and welfare of its staff and volunteers, so far as is reasonably practicable, and of all other persons who may be affected by our activities including service users, their relatives and visitors.

Aim of the Policy

This policy is intended to set out the values, principles and policies underpinning this organisation's approach to risk assessment and health and safety.

The following points constitute the policy of this organisation.

1. A risk assessment should be undertaken of the potential risks to clients and staff associated with delivering the service. Where appropriate this should include risks associated with providing information, education and guidance relating to medication, transfers and other health-related activities and should be updated annually or more frequently if necessary.
2. The risk assessment should include an assessment of the risks for clients in maintaining their independence and daily living.
3. The manner in which the risk assessment is undertaken should be appropriate to the needs of the individual client whose views, and those of their relatives or advocates, should be taken into account.
4. New risks which arise should be reported by staff members and/or volunteers, to their line managers or supervisors or identified during regular reviews or the Care Plan.
7. Only staff and volunteers who are both trained to undertake risk assessments and competent to provide the support service should be assigned to emergency

situations and where pressure of time does not allow a risk assessment to be undertaken prior to provision of the care or support.

8. Two people fully trained in safe handling techniques and the equipment to be used should always be involved in the provision of support when the need is identified.

Health and Safety Risk Assessments

The charity believes that risk assessments should identify hazards and resulting risks to employees, volunteers and other persons who may be affected by work activities. The organisation understands a hazard to be the potential for harm, and risk is the likelihood of that harm actually occurring and the severity of the harm (e.g. slight injury, major injury, death).

The organisation will fully implement Regulation 3 of MHSWR which requires employers to:

1. Make an assessment of risks to employees
2. Make an assessment of risks to others who might be affected by work activities such as clients, contractors, visitors and the public
3. Clearly identify the measures needed to protect the persons in points 1 and 2 above
4. Review the assessment and make necessary changes if:
 1. There is any significant change which affects risk (eg a new employee, machine or client)
 2. There is reason to think it is no longer valid
5. Where there are five or more employees, keep records of:
 1. The significant findings of the assessment
 2. Any group of employees identified by it as being particularly vulnerable. The organisation will include the following as areas of potential hazard or risk:
 1. Hazardous substances within the scope of the Control of Substances Hazardous to Health Regulations 2002 (e.g. chemical hazards, drugs, sharps, body fluids, hazardous waste) and others not currently covered by COSHH (e.g. lead, asbestos and substances which are hazardous for reasons other than their toxicity, i.e. those which are flammable, or which enhance combustion, react violently, etc)
 2. Manual handling and the moving of customers
 3. Use of display screen equipment (e.g. computers)
 4. Electrical hazards
 5. Work equipment and machinery

6. Workplace hazards (e.g. space, clutter, lighting, heating, ventilation, tripping hazards, safe access and egress, inadequate sanitary facilities, e.g. toilets, drinking water)
7. Emergencies (e.g. fire, injuries requiring first aid, dangerous spillages, etc)

This policy will be reviewed by the registered manager.

Title	Risk Assessment Policy		
Issue Date	May 2023		
Review Date	July 2024		