



HEALTH & SAFETY POLICY

May 2026

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1.0 ABOUT THIS POLICY

Forest Edge Construction acknowledge that we are currently employing less than five or more persons and therefore do not require by law to prepare a written health and safety policy under the Health & Safety at Work etc Act 1974. However, due to the nature of our undertakings, coupled with our ambition and values, we deem a policy on our commitment to managing safety central to our business success.

The Company Health & Safety Policy will be formally reviewed at least every 12 months. Any amendments will be brought to the attention of all employees and others affected by our acts and omissions, within a reasonable period of time.

POLICY REVIEW		
Date	Name	Signature

2.0 HEALTH & SAFETY POLICY STATEMENT

Overall and final responsibility for health and safety within Forest Edge Construction is that of the Managing Director, Matthew Barker.

Forest Edge Construction will comply with the Health and Safety at Work etc. Act 1974, and other relevant legislation to ensure we meet the standards required to protect all our employees whilst at work, and any person likely to be affected by our work activities.

The objective of this policy is to both attain and maintain high standards of health and safety performance throughout the company, and detail the standards expected of employees, and sub-contractors who undertake work on behalf of the company.

Hazards will be identified and control measures implemented to ensure the risk of injury, disease or dangerous occurrence are minimised to as low a level as is reasonably practicable. We will do this through the following:

- Adequate arrangements for suitable and sufficient risk assessment of work activities to identify associated hazards and control measures.
- The provision of such information, instruction, training and supervision as is necessary to ensure the health, safety and welfare of employees and others.
- The provision and maintenance of safe access to and egress from any workplace under the control of the company.
- The co-ordination and co-operation of employees to enable statutory obligations to be met.
- A visible management commitment to high standards of health and safety, achieved through monitoring performance, and the continuous improvement of the culture within the company.
- The provision of first aid, fire prevention, and welfare facilities within the working environment.
- Arrangements for ensuring safety and the absence of risks to health in connection with the use, handling, storage, transportation and disposal of articles and substances.
- Providing personal protective equipment and clothing (PPE/C) subject to the result of a risk assessment.
- The provision and maintenance of plant and systems of work that are safe and without risk to health

Signed

Position.....

Date.....

3.0 RESPONSIBILITIES AND DUTIES

3.1 Company Directors

3.2 Employees

3.3 Subcontractors

3.1 DIRECTORS DUTIES

The Company Directors duties so far as is reasonably practicable are:

- To ensure compliance with the Health & Safety at Work etc Act 1974 and other relevant legislation
- To provide and maintain working environments, machinery, equipment and systems of work that are safe and without risks to health.
- To ensure arrangements are in place for the safe use, handling, storage, and transport of machinery, materials, equipment, and substances.
- To carry out risk assessments in respect of all activities and bring them to the attention of all persons involved in those activities.
- To ensure that suitable Personal Protective Equipment & Clothing (PPE/C) is provided, as indicated by risk assessment.
- To provide suitable and sufficient information, instruction, training and supervision as is necessary to ensure the health and safety of employees and others.
- To consult with the company's employees on all safety matters.
- Provide adequate first aid arrangements and welfare for employees whilst at work.
- To comply with the Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013.
- To ensure that all appointed subcontractors are competent, by obtaining the necessary documentation, including, insurances, risk assessments, method statements, policies and procedures that are relevant to their work.
- To prevent any person suspected of being under the influence of alcohol or drugs from working.
- To provide satisfactory levels of finance, human resources, and time to ensure health and safety at all times.

3.2 EMPLOYEES DUTIES

- To comply with this policy at all times.
- To work in compliance with risk assessments, method statements and any applicable safe systems of work.
- Act in a responsible manner and to not engage in horseplay or activities that may affect the safety and health of themselves and others.
- To only use work equipment for which you have been trained and authorised to use.
- Report all defects of work equipment to the Company Director or works Supervisor.
- To wear any personal protective equipment and clothing (PPE/C) provided to you, ensuring that it is worn correctly and in a good condition.
- Report any accidents, dangerous occurrences, or near misses to the company Director and/or Supervisor.
- Stop work and inform Company Director and/or Supervisor immediately of any concerns relating to health & safety.
- Inform a Company Director if they suffer from any allergy, health problem or any medication that is likely to affect their ability to carry out their work in a safe manner.

3.3 SUB CONTRACTORS

- Ensure that they are conversant with the Health & Safety at Work etc Act 1974 and at all times comply with Forest Edge Construction Health & Safety Policy.
- Ensure that prior to work commencing, all the relevant documentation such as risk assessments, method statements and safe systems of work have been completed and are available for inspection if requested.
- Ensure that any persons employed, or self-employed persons under their control are adequately supervised and provided with the information, instruction, and training as is necessary to carry out their work safely.
- Co-ordinate and co-operate with Forest Edge Construction so far as is reasonably practicable to enable statutory duties to be met.
- To ensure that any work equipment, whether their own or supplied by Forest Edge Construction, is inspected, free from defects, and fit for use.
- Act in a responsible manner and to not engage in horseplay or activities that may affect the safety and health of themselves and others.
- To wear any personal protective equipment and clothing (PPE/C) as required, subject to a risk assessment.
- Report any accidents, dangerous occurrences, or near misses to a Forest Edge Construction Company Director and/or works Supervisor.
- Stop work and inform a Forest Edge Construction Company Director and/or works Supervisor immediately of any concerns relating to health & safety.

4.0 ARRANGEMENTS FOR HEALTH & SAFETY

- 4.1 Accident / incident reporting
- 4.2 Consultation with Employees
- 4.3 Fire
- 4.4 First Aid
- 4.5 Information, instruction, and training
- 4.6 Risk Assessments

4.1 ACCIDENT / INCIDENT REPORTING

All Company Employees and Subcontractors are required to co-operate with Forest Edge Construction by reporting near miss incidents and all accidents as soon as is reasonably practicable and completing the required information in the accident book. If it is not possible for you to complete the book yourself then this can be done by someone else on your behalf as long as it is a true account of the events and you sign to agree.

On Client premises, all Employees must follow the procedures established for the site, in addition to those of Forest Edge Construction, and cooperate fully in investigations and actions to prevent reoccurrence.

A report of all accident or near miss incidents should be made to a Company Director and/or works Supervisor within 24 hours of the event occurring and for those events which are reportable; under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013, should be notified immediately.

4.2 CONSULTATION WITH EMPLOYEES

Forest Edge Construction health & safety policy and procedures are documented and will be brought to the attention of all employees.

Any amendments or updates to systems & procedures will be communicated to all staff by appropriate means.

Employees will be consulted on matters relating to H&S affecting their workplace

4.3 FIRE ARRANGEMENTS

As the work in which Forest Edge Construction carries out is always on Client's premises, it is not always possible to follow the same procedure with respect of fire. To this end, all vans are fitted with fire extinguishers which are subject to inspection and maintenance and can be used where such fire fighting provisions are lacking.

Each new site attended will be subject to an initial health and safety checklist, taking into consideration the foreseeable risk of fire, and nearest escape routes, all of which will be communicated to all Employees and subcontractors before work commences.

4.4 FIRST AID

All vans are equipped with basic first aid supplies.

Dependant on the site that employees are working on, there may be sufficient provisions for trained first aiders in place. As this cannot be guaranteed, Forest Edge Construction will ensure that sufficient numbers of staff are appointed to oversee first aid instances.

All employees are advised that in the event of an ambulance being required, they are to dial 999. At the earliest, convenient time, contact should be made with a company Director to inform them of the incident.

4.5 INFORMATION, INSTRUCTION, AND TRAINING

All employees will be provided with such information, instruction, and training as is necessary for them to carry out their role without endangering themselves or others.

All employees will be given an induction covering the essential information they require and will sign a record of this.

Additional training will be provided where required and records of the training retained.

Employees are required to cooperate with Forest Edge Construction by attending training when requested and by following the information, instructions and procedures provided to them.

Forest Edge Construction will monitor staff competencies and training requirements but if you feel that you require any additional training for you to carry out your role, then this must be brought to the attention of a company Director.

4.6 RISK ASSESSMENTS

Forest Edge Construction acknowledge the legal requirement under the Management of Health & Safety at Work Regulations 1999, Reg.3 to carry out suitable and sufficient risk assessments covering all work activities.

Company Directors will assess the risks of the activities to be undertaken by company employees/subcontractors. Employees may be required to assist with the undertaking of risk assessments and where this is deemed appropriate, sufficient training will be provided.

All risk assessments will be recorded and brought to the attention of all relevant persons. A copy of all risk assessments will be placed in all health & safety manuals.

SEPERATE PROCEDURES COMPLIMENT THIS H&S POLICY.

5.0 EMPLOYEE / SUBCONTRACTOR DECLARATION

I.....Employee / Subcontractor of Forest Edge Construction –

Declare that I have received a copy of the Company health and safety policy and,

- I have read it
- I understand it
- I agree to work according to those conditions and provisions

In addition, I am aware of the policies and procedures including arrangements for first aid & fire and I agree to co-operate fully with the company to assist them in fulfilling their legal duty under health & safety law.

I understand that any breaches may result in disciplinary procedures and potentially criminal prosecution.

Signed:

Date:

Witnessed:

Or:

- I have had the above health and safety policy read to me
- I have had its contents explained to me.
- I agree to work according to those conditions and provisions

In addition, I am aware of the policies and procedures including arrangements for first aid & fire and I agree to co-operate fully with my employer to assist them in fulfilling their legal duty under health & safety law.

Signed:

Date:

Witnessed: