

Kings Support Group Ltd

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Kings Support Group Ltd

Health & Safety Policy

Version: 1.0

Date Issued: February 2026

Next Review: February 2028

Approved by: Director, Kings Support Group Ltd

1. Policy Statement

Kings Support Group Ltd is committed to providing safe, secure and healthy living environments for young adults aged 18–25 who reside in our supported accommodation. We recognise our legal and moral duty to protect the health, safety and welfare of:

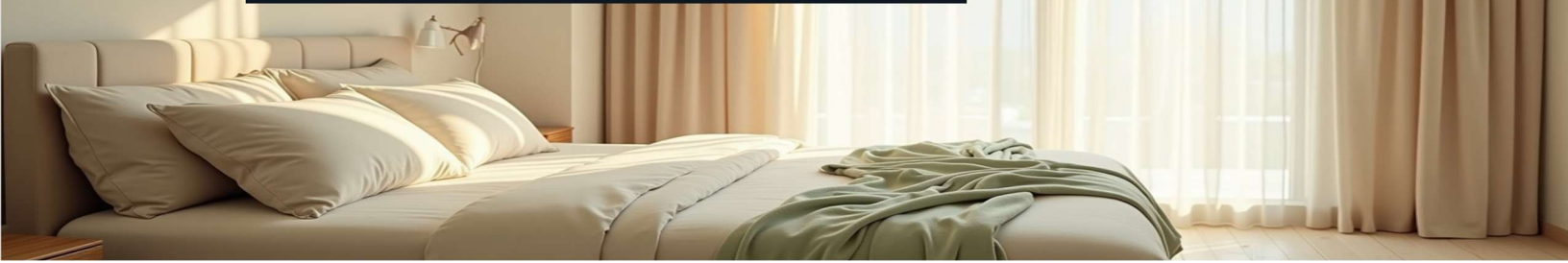
- Residents
- Staff
- Visitors
- Contractors
- Agents and
- Members of the public affected by our activities

We aim to prevent accidents, reduce risks and promote a culture where safety is everyone's responsibility.

2. Legal Framework

This policy is informed by:

- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations 1999
- Workplace (Health, Safety and Welfare) Regulations 1992



- Fire Safety Order 2005
 - Control of Substances Hazardous to Health (COSHH) Regulations 2002
 - Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
 - Gas Safety (Installation and Use) Regulations 1998
 - Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020
 - Housing Health and Safety Rating System (HHSRS)
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3. Scope

This policy applies to:

- All Kings Support Group Ltd properties
 - All staff, including agency workers and volunteers
 - Residents
 - Visitors and contractors
 - All activities carried out on our premises or premises we lease during our tenure or hours of occupancy
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4. Health & Safety Objectives

Kings Support Group Ltd will:

- Maintain safe and healthy accommodation
 - Identify and manage risks proactively
 - Provide appropriate training and supervision
 - Ensure safe systems of work
 - Maintain equipment, utilities and fire safety systems
 - Encourage reporting of hazards, incidents, and near misses
 - Review and improve health and safety performance regularly
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5. Responsibilities

Director/Senior Management

- Overall responsibility for health and safety
- Ensure compliance with legislation
- Provide resources for safety measures
- Review risk assessments and incident trends

Health & Safety Lead

- Oversee day-to-day health and safety management
- Conduct audits and inspections
- Maintain safety records
- Ensure staff training is up to date

Service Managers

- Implement safety procedures at property level
- Ensure residents understand house rules and safety expectations
- Report hazards and incidents promptly

Staff

- Follow all safety procedures
- Report hazards, incidents and near misses
- Support residents to maintain safe living environments
- Use equipment safely

Residents

- Expected to follow house rules
- Report hazards or maintenance issues
- Use facilities responsibly



6. Risk Assessments

We conduct regular risk assessments covering:

- Fire safety
- Property condition
- Electrical and gas safety
- Legionella
- Lone working
- Violence, aggression and challenging behaviour
- Hazardous substances
- Slips, trips and falls
- Manual handling
- Environmental hazards

Risk assessments are reviewed:

- Annually
- After incidents
- When changes occur in the environment or resident needs

7. Fire Safety

Kings Support Group Ltd will:

- Conduct Fire Risk Assessments annually
- Install and maintain smoke alarms, fire doors and extinguishers
- Provide evacuation procedures
- Carry out regular fire drills
- Ensure staff and residents understand fire safety rules

Residents must:

- Not tamper with fire equipment
- Keep escape routes clear

- Follow evacuation instructions
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8. Property Safety & Maintenance

We ensure:

- Annual gas safety checks
 - 5-yearly electrical installation inspections
 - PAT testing where required
 - Regular maintenance of heating, lighting and appliances
 - Prompt response to repairs
 - Clean, hygienic and safe communal areas
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9. Lone Working

Staff working alone must:

- Follow the Lone Working Policy
 - Maintain regular check-ins
 - Carry a charged mobile phone
 - Report concerns immediately
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10. Hazardous Substances (COSHH)

We ensure:

- Safe storage of cleaning products
- Clear labelling
- Staff training on safe use
- COSHH risk assessments



Residents are not permitted to store hazardous substances in their rooms.

11. Incident & Accident Reporting

All incidents must be reported in line with the **Incident & Accident Reporting Policy**, including:

- Injuries
- Near misses
- Violence or aggression
- Property damage
- Fire safety issues

Serious incidents may require:

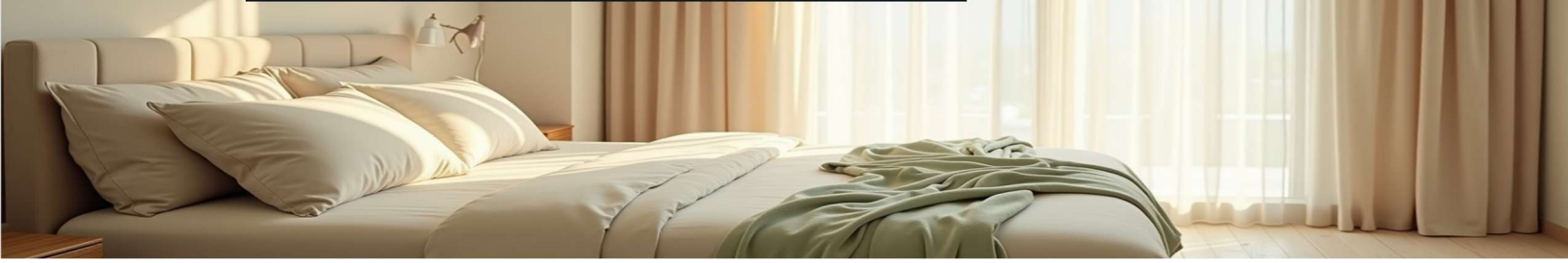
- RIDDOR reporting
 - Safeguarding referrals
 - Police involvement
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12. Training

All staff receive training in:

- Health & safety awareness
- Fire safety
- First aid (selected staff)
- Manual handling
- Risk assessment
- Lone working
- Incident reporting

Refresher training is provided annually or as required.



13. Resident Safety & Support

Residents receive:

- A Welcome Pack with safety information
- House rules and expectations
- Fire evacuation instructions
- Support to maintain safe routines and environments

14. Monitoring & Review

We monitor health and safety through:

- Monthly property inspections
- Annual audits
- Incident trend analysis
- Resident feedback
- Staff supervision

This policy is reviewed:

- Every 2 years
 - After major incidents
 - When legislation changes
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