

Policies & Procedures

Healthy and Sustainable Food Policy v1.0

Health and Safety Policy

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Version No.	1.0
Date of issue	February 2025
Date to be reviewed	February 2026

Introduction

VCare Consultancy Services Limited is committed to providing high-quality domiciliary care while ensuring the health, safety, and welfare of our employees, service users, and visitors. We recognise our duty under the Health and Safety at Work etc. Act 1974 to prevent accidents and cases of work-related ill health by managing health and safety risks in the workplace.

Responsibilities

Employer Responsibilities

- Risk Assessments: Conduct and regularly review risk assessments to identify potential hazards associated with care activities, including moving and handling, infection control, and lone working.
- Training: Provide comprehensive health and safety training to all employees, ensuring they are competent to carry out their duties safely.
- Equipment: Ensure that all equipment used in the delivery of care is safe, maintained, and suitable for its intended purpose.
- Emergency Procedures: Develop and implement emergency procedures, including first aid arrangements and protocols for dealing with incidents.

Employee Responsibilities

- Compliance: Adhere to all health and safety policies and procedures.
- Reporting: Immediately report any health and safety concerns, accidents, or near misses to the management.
- Cooperation: Cooperate with the employer in the implementation of health and safety measures.

Risk Management

We will:

- Identify hazards associated with care activities and environments.
- Assess the risks to health and safety.
- Implement control measures to mitigate identified risks.
- Regularly review and update risk assessments to reflect changes in care practices or legislation.

Infection Control

In line with the Health and Social Care Act 2008 Code of Practice on the prevention and control of infections, we will:

- Implement infection control policies and procedures.
- Provide staff with training in infection prevention and control.
- Ensure appropriate use of personal protective equipment (PPE).
- Maintain cleanliness and hygiene standards in service users' homes and our offices.

Moving and Handling

We will:

- Provide training on safe moving and handling techniques.
- Use appropriate equipment to assist with moving and handling tasks.
- Conduct risk assessments for each service user to determine specific moving and handling needs.

Lone Working

To protect staff working alone, we will:

- Implement lone working policies and procedures.
- Provide staff with communication devices to contact support if needed.
- Conduct risk assessments for lone working situations.

First Aid

We will:

- Ensure that first aid kits are available and adequately stocked.
- Provide first aid training to designated staff members.
- Maintain records of first aid training and incidents.

Fire Safety

We will:

- Conduct fire risk assessments for all premises.
- Ensure that fire safety equipment is maintained and accessible.
- Provide fire safety training to staff.

Accident and Incident Reporting

We will:

- Implement procedures for reporting and investigating accidents and incidents.
- Maintain records of accidents and incidents.
- Take corrective actions to prevent recurrence.

Review and Monitoring

This policy will be reviewed annually or following significant changes to legislation or care practices. We will monitor compliance through audits and feedback from staff and service users.

VCare Consultancy Services Ltd.