

**Health and Safety Policy**

Health and Safety at Athena Herd CIC is very important to Us and to ensure that We meet and strive to exceed standards We:

• hold Public Liability Insurance to £5 million
• assess risks and goals either directly or indirectly
• where applicable require that all independent consultants (Athena Herd team members) and people hiring our facilities hold Public Liability Insurance to £2 million

• those providing Services at Athena Herd hold, where applicable, up to date enhanced DBS checks and appropriate training
• ensure that a qualified First Aider is on site
• can provide a safety hat
• ensure that We attend regular training and CPD

• work on an appointment basis only and numbers are kept small.

**Athena Herd CIC so far as is reasonably practicable:**

• regularly reviews health, safety and welfare risks arising from its activities;

• maintains safe and healthy working environment and conditions;

• provides and maintains safe areas of work and equipment;

• ensures, where applicable, safe storage, use and handling of substances;

• provides information, instruction, and supervision for people regarding health and safety;

• ensures all people and volunteers are competent to do their tasks, and to provide them with adequate training;

• prevents and/or minimises as far as is reasonably practicable all accidents and cases of work-related ill-health;

• regularly reviews and revises this policy when necessary.

**Health and Safety Responsibilities:**

Jennifer and Brent Geach are responsible for all Health and Safety matters at Athena Herd CIC including:

• acting on Health and Safety concerns;

• investigating breaches of Health and Safety policies and procedures;

• monitoring compliance with Health and Safety policies and procedures.

**Training:**

Health and safety awareness and training is ongoing at Athena Herd CIC and part of every day activities. Whilst at Athena Herd CIC We explain why We do things in the way that we do to keep animals and people safe and healthy.

**Induction Training:**

Induction training regarding health, safety, welfare and actions to be taken in the case of an accident, first aid, incident of fire will be covered on your first day with Us.

**Vehicles:**

• may be parked at Athena Herd CIC (never left at the front gate) when visiting Athena Herd CIC;

• on entering and leaving the main gate to Athena Herd CIC please ensure that no lose animals leave the premises and that the main gate is closed before opening the second gate down to Athena Herd CIC and vice versa;

• whilst can be parked at Athena Herd CIC, it is acknowledged that machinery is operated and animals run free;

• must be driven slowly and with utmost care at all times and not exceed 10mph when onsite;

• whilst can be parked at Athena Herd CIC during your visit, parking a vehicle at Athena Herd CIC is entirely at your own risk and you need to be aware of people and animals at all times.

**People/Athena Herd team members/Volunteers:**

• are responsible for keeping themselves safe and for the protection of colleagues, clients, and any visitors to Athena Herd CIC;

• understand that they should (and should outline to clients and any visitors to Athena Herd CIC) always wear gloves to protect their hands, safety hat to protect their head, hard-soled, fully enclosed shoes or boots and socks to protect feet and long trousers to protect legs while working around or interacting with horses at Athena Herd CIC;

• surfaces are uneven at Athena Herd CIC so care should be taken at all times that the appropriate footwear is worn and attention made when walking around at Athena Herd CIC.

• supervise clients and visitors at Athena Herd CIC at all times making sure that areas out of bounds such as the muck heap, areas where medication is stored, equipment, the track unless and until supervised are maintained as restricted;

• should never be distracted with phones, music or any other distraction impairing vision and/or hearing when amongst the Athena Herd CIC herd of horses so that hearing and/or vision is impaired not be under the influence of drugs and/or alcohol when present with the Athena Herd CIC herd of horses.

**Horses/Animals:**

• must not participate in any equine facilitated learning, walk and talk sessions unless and until they have been assessed by Athena Herd CIC and passed as being of good temperament, in good condition and suitable. Only suitably trained staff and volunteers should be present and handle them;

• visitors to Athena Herd must not go onto the horse track system at any time unless accompanied or expressly authorized to do so by Athena Herd CIC. The Athena Herd CIC herd of horses are managed and cared for daily, brought into the yard areas for feeds and checks and clients/visitors to Athena Herd CIC are asked to be respectful of the needs whilst at Athena Herd CIC;

• the Athena Herd CIC herd of horses routine is that of hay distribution, horse checks, feeds and poo picking throughout the day until into the evening. Horses are brought in for routine checks and feeding. There may be times when other professionals may need to be present at Athena Herd CIC and/or deliveries of for example hay and/or feed may occur;

• there is a no smoking/vaping policy at Athena Herd CIC;

• all gates that are shut are to be kept shut;

• Athena Herd CIC operates electric fencing on a mains system, please do not touch/tamper with any fencing without consulting Athena Herd CIC;

• please make sure all lights are turned off after use;

• litter is to be placed in the designated bins only or taken away with you;

• no dogs except resident dogs are allowed at Athena Herd CIC. Please do not touch or permit anyone else to touch/open up the dog area of the resident dogs.

**Photography:**

• is not generally permitted at Athena Herd CIC;

• please ask if you do wish to take photographs;

• please respect the Athena Herd CIC brand which belongs to Athena Herd CIC, other participants of events, and individuals;

• photographs that are taken with consent of the Athena Herd CIC and/or of Athena Herd CIC herd of horses must always make reference to respectively Athena Herd CIC and/or the Athena Herd of horses;

• Visitors to Athena Herd CIC expressly agree to Athena Herd CIC taking photographs and putting photographs of the event on the Athena Herd CIC website, what’s app group, facebook page/promotional facebook adverts, Instagram, twitter and any general advertising.

**Accidents:**

All accidents and near misses immediately must be notified to Athena Herd CIC and reported in the Accident and Incident Book and signed as required. This is an important document and must be retained in the Athena Herd CIC Office even if it has been replaced by a new book. Serious incidents must be reported in accordance with RIDDOR.

**Fire Drill:**

All people, volunteers, clients and visitors to Athena Herd CIC will be instructed on procedures in cases of fire. This is to include the location of fire assembly points, use of different types of fire extinguishers (where applicable), fire alarm method, evacuation plan for both humans, horses, and other animals, location of main water stop tap, electrical supplies and land line telephone.