



Society of Teachers of the Alexander Technique

Health and Safety at Work

General Policy Statement

As required by the Health and Safety at Work Act 1974, the Code of Practice and new regulations that came into effect on 1 January 1973.

Statement of Intention

1. The Society of Teachers of the Alexander Technique (STAT) recognises and accepts its responsibility for the provision of welfare, and a healthy and safe environment at its offices and for ensuring as far as reasonably practicable that its activities do not endanger the Health and Safety of the general public.
2. STAT considers Health and Safety at Work to be primarily a management responsibility and will meet its statutory obligations by paying particular attention to:
 - a. The provision and maintenance of a work environment which is safe and without risks to health;
 - b. The provision and maintenance of equipment and systems of work that are safe and without risks to health and safety
 - c. The provision of such information, instruction, training and supervision that is necessary to ensure the Health and Safety at work of employees;
 - d. The provision of First Aid facilities to statutory requirements.
3. Good health, safety and welfare practices are in everyone's interest and these practices will have importance in the pre-planning and subsequent functions of the Society's operations

Safety Organisation and Management

Direct line management

4. The Society through its Council is responsible for the employer's responsibilities under the Health and Safety at Work Act 1974. The Office Manager is responsible for ensuring that the policy in this Statement is carried out.

Employee Responsibilities

5. It is the duty of every employee, at all levels, to exercise responsibility for their personal safety, and to take reasonable care for the safety of others including the general public who may be affected by the employee's actions. Accordingly it is the duty of every employee to:
 - a. Comply with safety instructions, directions and codes of practice laid down by the Society;
 - b. Co-operate with the Society to comply with statutory provisions or any other health and safety requirement imposed on the Society;
 - c. Use properly, maintain in good condition, to report any defect immediately and not to misuse or interfere with any safety equipment provided for use at work;
 - d. Wear appropriate safety/protective equipment when provided and use it in accordance with supervisory and the manufacturer's instructions as appropriate;
 - e. Report any hazardous or dangerous situation in the work place to the General manager immediately.

Specific Policy Statements/internal Codes of Practice

6. This document sets out the Society's general policy on health and safety at work and may be supplemented by the production of more specific policy statements and internal codes of practice relating to work in particular areas.
7. This Policy Statement and any Specific Policy Statement or internal code of practice will be reviewed, added to, or modified from time to time in the light of experience and further legislation.

By Order of the Council of the Society

The Chair