

Health & Safety



At a glance

This policy explains how Harry's Rainbow manages its health and safety responsibilities.

Harry's Rainbow is committed to protecting the health, safety and wellbeing of everyone who uses our services, as well as the staff and volunteers who support our work.

Who this policy applies to

This policy applies to all Harry's Rainbow employees, volunteers, contractors carrying out work on our behalf, and members of the Board.

Employees, volunteers, and beneficiaries are expected to follow the charity's health and safety standards and expectations.

Policy status

This policy is owned by the Board of Trustees and CEO. It is non-contractual and may be updated or amended by the Board or CEO at any time. Colleagues are responsible for keeping up to date with any policy changes.

Related Policies

Everyone covered by this policy must familiarise themselves with all policies related to health and safety, including:

- Volunteer Policy
- Employee Handbook
- Lone Working Policy
- Health and Safety Policy and Manual

Owner: Odette Mould	Approval date: 04/08/2026
Approved by: CEO	Review Date: 04/08/2027

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Overall responsibility for health and safety sits with the Board of Trustees and the CEO of Harry's Rainbow. Specific areas of responsibility are set out below.

Harry's Rainbow will carry out an annual audit of all health and safety operational policies and processes to check they remain effective.

All employees and volunteers must:

Co-operate with the CEO and Trustees on health and safety matters, and follow the steps put in place to protect their own health and safety and that of beneficiaries, children and young people.

Take reasonable care of their own health and safety.

Report all health and safety concerns to the CEO or, if the CEO is unavailable, to their line manager.

General policy statement	Responsibility	Actions and arrangements
Maintain arrangements to prevent and respond to health and safety risks, including accidents, work-related ill health and illness, including pandemics. Control health and safety risks arising from charity activities.	CEO Fundraising & Events Manager Family Liaison Officer	Complete risk assessments and send them to the CEO at least one month before the relevant activity or event. Implement all actions identified in risk assessments. Review risk assessments annually, and sooner after an incident or change to normal working practice.
Provide training so employees and volunteers can carry out their roles safely.	CEO Fundraising & Events Manager Family Liaison Officer	Provide role-appropriate training, including health and safety training. Safeguarding training is mandatory for all volunteers who work with beneficiaries, directly or indirectly. Line managers must check that required training is completed and renewed every two years, unless refresher training is needed sooner. Arrangements must also support employees and volunteers who work alone, in line with the Lone Working Policy.
Consult regularly with employees and volunteers on health and safety matters.	CEO Family Liaison Officer Fundraising & Events Manager	Discuss health and safety regularly, especially before activities. Consult employees and volunteers on health and safety issues as they arise. Use Rainbow Group debriefs to review health and safety and safeguarding matters.

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		Use internal fundraising event debriefs to capture learning and review health and safety matters.
Maintain emergency procedures for premises under our control, including fire and incident evacuation arrangements.	CEO Family Liaison Officer Fundraising & Events Manager	Check that premises have suitable health and safety information, fire procedures, evacuation arrangements, escape routes and signage. Keep exits clear at all times. Where procedures are not available, Harry's Rainbow will create and implement its own.
Control specific health and safety risks affecting young people who are employees, volunteers or beneficiaries.	CEO Family Liaison Officer Fundraising & Events Manager	Risk assessments must consider: • Young people who are beneficiaries. • Young people who volunteer, including role-related risks. Implement all actions identified through risk assessments. Review risk assessments at least annually, and sooner if new information is shared or after an incident.

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