

Motorvate Therapies, as a Social Enterprise Company aims to provide therapy and literacy services to support young people and their families living with additional support needs. Learning through movement and sensory experiences allows young people to experience success and enjoy the journey towards positive learning at home and School.

Health and Safety Policy

Risk Assessment Policy

Motorvate Therapies Ltd is committed to creating and maintaining the safest possible environment for Young People and for staff.

Motorvate Therapies Ltd will assess and identify any risks to clients and to staff in the workplace, will protect people as far as is 'reasonably practicable' and will comply with the law. This will be done by:

- adhering to the health and safety policy of the premises
- adhering to the fire regulations of the premises
- providing adequate control of the health and safety risks arising out of our activities
- carrying out risk assessments on all activities
- consulting with all employees and volunteers on matters affecting their health and safety
- providing and maintain safe resources and equipment
- providing information, instruction and supervision for employees and volunteers
- ensuring all employees and volunteers are competent to do their tasks
- giving all volunteers adequate training.
- preventing accidents and cases of work-related ill health
- maintaining safe and healthy working conditions
- reviewing and revise this policy as necessary at regular intervals.

Risk assessment:

Hazard: anything that can cause harm e.g. electricity, small equipment used for motor skills, kitchen equipment, employees and volunteers may require to make direct physical contact with young people.

Risk: the chance, high or low, that someone could be harmed by these hazards together with an indication of how serious the harm could be.

Five Steps to Risk Assessment:

Step 1: Look for hazards

Step 2: Decide who might be harmed and how

Step 3: Evaluate the risks and decide whether the existing precautions are adequate or whether more should be done

Step 4: Record your findings using Risk Assessment Checklist

Step 5: Review your assessment and revise it if necessary.

Action:

- All staff will complete a registration form for all new young people using Motorvate Therapies Ltd services.
- All staff will complete a Risk Assessment Checklist prior to working with a young person. This will be shared with the Directors at their regular planning meeting.
- Any incident involving health and safety will be recorded on a Safety Incident form which will identify next steps.
- Forms will be filed and reviewed as necessary.

Motorvate Therapies Ltd is insured by Balens Insurance Ltd.