

Slips, Trips & Falls Policy

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Approved by: College of Management
Council of Trustees

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Review information: Version 2 reviewed by Kaycee Fordham: no significant changes made. Relevant legislation checked for changes. Version 1 based on Mentor guidance.

Review date: December 2018

Date for next review: December 2019

Introduction

Over a third of all major injuries reported each year are caused as a result of a slip or trip (the single most common cause of injuries at work). More than 10,000 workers suffered an injury as a result of a slip, trip or fall between March 2009 and April 2010. Reducing this unnecessary injury toll is a priority for the Health and Safety Executive. Slips, trips and falls also account for over half of all reported injuries to members of the public. Legal actions brought as a result of an injury can be extremely damaging to business, especially where the public are involved. Insurance covers only a small proportion of the costs. Anyone at work, but particularly employers, can help to reduce slip and trip hazards through good health and safety arrangements. Effective solutions are often simple, cheap and lead to other benefits.

Improvement of housekeeping regimes is a commonly cited intervention for targeting slips, trips and falls. Although this intervention seems straightforward, it is not. This is because it relies on human behaviour and attitudes, which can be highly unpredictable.

Policy - Statement of Intent

The aim of this policy is to ensure, so far as is reasonably practicable, the health, safety and welfare of our employees while they are at work in relation to slips, trips and falls, and to comply with all relevant legislation.

Employer Responsibilities

To ensure that we have sufficient and suitable control measures in place to reduce to the lowest possible level the risk of slips, trips and falls in any of our activities or in any area of our premises, we will:

- adequately control slip and trip hazards;
- fulfil our specific legal requirements under the Workplace (Health, Safety and Welfare) Regulations; and
- review this policy at least annually or more frequently if significant changes occur.

Procedure

To fulfil our responsibilities as outlined above, we will:

- review recent workplace inspection records for our premises for slip, trip and fall hazards and take whatever actions are necessary to resolve any issues identified;
- undertake a detailed workplace risk assessment ensuring that full consideration is given to the risks of slips, trips and falls;
- provide adequate information, instruction and training to employees in basic housekeeping and storage requirements; and
- periodically review accident/incident/near-miss statistics to identify trends and set realistic timescales for improvement action.

Controls

- Health & Safety Induction and Annual Confirmation
- Slips, Trips & Falls Briefing
- (Class)room Checklists
- Health Monitoring Form

Information/advice/guidance:

- HSE guide: Preventing slips and trips at work
<http://www.hse.gov.uk/pubns/indg225.pdf>

Compliance:

- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Workplace (Health, Safety and Welfare) Regulations 1992

Linked Policies:

- Health and Safety Policy
- Risk Management Policy
- Staff Induction Policy