



## HEALTH & SAFETY POLICY

PRO Phlebotomy Training will ensure that the health and safety of all staff and Learners is maintained at all times in accordance with the Health and Safety at work act 1974.

We will fulfil our responsibility to carry out risk assessments and implement their findings as and when required.

We will provide a place to work and study, which is safe for all. [L] [SEP]

We will keep up to date with any changes within the Health and Safety policy. [L] [SEP]

We will ensure the safe use of any medical equipment that might be used during the courses, and will ensure that every Learner is given the right guidelines during the course for use of such materials. [L] [SEP]

We will ensure that all medical equipment is in good working order and is fit for purpose. [L] [SEP]

Prior to the start of any course the following will be undertaken;

- The location of all fire exits will be checked;
- The Health and Safety policy for the building being used will be read; [L] [SEP]

### Recording

**PP-006A-RAF** - Track and record any identified risks and preventative measures.

## REVIEWING THIS POLICY

### Contacts

If there are any queries about the contents of the policy, please contact the PRO Phlebotomy Training Centre on 01332 380 777 or by emailing [info@PROPhlebotomyTraining.co.uk](mailto:info@PROPhlebotomyTraining.co.uk).

### Reviews

The Senior Management Team reviews this policy at least annually during the bi-annual Service Review Meetings.

**Last reviewed: January 2019**

### Declaration

This policy has been reviewed and approved by the Senior Management Team:

SIGNED:		DATE:	23/01/2019
NAME:	Kim Cockerham	POSITION:	Training Centre Manager