

## Health and Safety Statement

Natural Edge Coaching Ltd takes the health and safety of its employees and those with whom we work with seriously. It is important to note that upon the creation of this document there is currently only one person working within Natural Edge Coaching Ltd and there is no 'place of work building' where coaching clients or members of the public attend.

Coaching is undertaken outside in publicly accessible settings, within publicly accessible establishments or within the clients offices.

Forest therapy is undertaken outside in publicly accessible settings or privately owned landed, with full permission from the relevant land-owner.

### Part 1: Statement of intent:

This is the health and safety policy statement of Natural Edge Coaching Ltd.

Our health and safety policy is to:

- Prevent accidents and cases of work-related ill health
- Manage the health and safety risks in our workplace
- Manage the health and safety risks when interacting with coaching clients.
- Manage the health and safety risks when guiding forest therapy experiences.
- Review and revise this policy regularly.

Created: March 2020

Review date: March 2022

This policy will be reviewed every two years or sooner in the event of legislative changes or revised policies and best practice.

Policy Owner: Natural Edge Coaching Ltd

## Part 2: Responsibilities for Health and Safety:

1: Overall and Final responsibility for health and safety:

Samantha Wright (Director)

2: Day-to-day responsibility for ensuring this policy is put into practice:

Samantha Wright (Director)

3: All employees should:

- Take reasonable care of their own health and safety

## Part 3: Arrangements for Health and Safety:

### *Risk Assessment*

- We will complete relevant risk assessments and take action.
- We will review risk assessments when working habits or conditions change.
- Appendix 1 example risk assessment template.

### *Training*

- We will give staff and subcontractors health and safety induction and provide appropriate training.

### *Consultation*

- We will consult routinely staff and subcontractors on health and safety matters as they arise and formally when we review health and safety.

## Appendix 1 – Risk Assessment Template:

### NATURAL EDGE COACHING LTD RISK ASSESSMENT for trail EXAMPLE Nature Reserve

Date	Activity	Risk Identified	Who might it affect?	Existing measures to control risk	Risk Rating	Further action required?
12-Sep-18	Infrastructure: Roads/parking/ restrooms and signage	The roads are country roads but maintained. There are at least 10 parking slots available, the participants would need directions to Martins Green/Ermine Street car park. There are no restrooms and participants would need advance warning.	Participants attending	As part of pre walk invitation pack the participants would be given clear directions and advised there are 10 parking slots and no toilets.	Low	The guide will visit the site on the day of the week the walk is to take place to see if there are any groups already using the available infrastructure and how usually busy the area is.
12-Sep-18	Accessibility: Parking is near the beginning of the Guided section of the trail. The path is wide enough for 2 people, mostly level. The trail does not require significant physical exertion. The trails are well maintained, there are some muddy/boggy sections. There are sections where participants can rest in solitude and gather as a group without disturbing other users.	Some areas of ground are boggy, some sections close to the stream has steeper sides.	Participants attending	Participants will be advised prior to the walk to wear appropriate footwear and will receive information on suggested clothing. The participants will be asked during the introduction to inform the guide of any relevant medical conditions they believe needs to be shared. Participants will be advised to use the trail pathways or to walk with care.	Low	The guide will visit the site close to and arrive early on the day of the walk to identify current conditions and advise participants accordingly in the meet and greet section of the walk.
12-Sep-18	Forest Understorey: within this area there are areas that can be explored safely with minimal exposure to hazards such as toxic plants, bogs etc	a participant disturbs a wasp nest or touches a toxic plant for example	participants attending	As part of the HI section of the walk the participants are given awareness of any potential hazards. Giant Hogweed, Hemlock, Nettles, Bracken, Wasps, Mosquitos, Ticks as a good set of examples. The guide can share pictures and will carry a tick remover device in first aid kit along with antiseptic.	Low	The guide will routinely scan the area being used for evidence of these hazards.
12-Sep-18	Forest therapy walk	Participant falls and hurts oneself, suffers a health event, there is a medical emergency	Participants attending	The guide will always give clear guidelines on where we are meeting next, will advise how to know when it is time to meet (animal call/singing bowl), at the beginning of the walk participants will be asked during the introduction to inform the guide of any relevant medical conditions they believe needs to be shared e.g. carry spray, epi pen etc. Participants will be advised to use the trail pathways or to walk with care. Guide will be certified first aid trainer. Phone reception is very poor in some areas that were trail reviewed on this date. The distance from the car park where phone worked is 10 min jog.	Low	Guide will keep first aid certification up to date. On larger parties i.e > 10 guide will look to have an assistant.
12-Sep-18	Forest therapy walk	Participant fails to return from invitation	Participants attending	Before the walk a brief outline on what to expect will be provided. Participants will be advised if they want to leave the walk early to feel free but to let the guide know so the search and rescue is not enforced. Participants will be advised on how to know when it is time to return. (Animal call/singing bowl) and giving guidance on how far they need to go. If a participant does not return, search and rescue will begin. The group numbers, dynamics, weather conditions etc will all be taken into account.	low	Guide will keep first aid certification up to date. On larger parties i.e > 10 guide will look to have an assistant. First aid kit in bag and phone charged.
12-Sep-18	Forest therapy walk	Inclement weather during the walk	Participants attending	The guide will always monitor the weather conditions prior to a walk and during the walk. If necessary the walk will be cancelled. With inclement weather on the walk, the guide will take the necessary actions (call walk off, safely return to vehicles, or find adequate/safe shelter) Participants will be informed prior to walk on what to wear and bring with them.	low	Guide will keep first aid certification up to date. On larger parties i.e > 10 guide will look to have an assistant.



<b>Address:</b> POSTCODE: <b>EMERGENCY ACTION PLAN</b>	
<b>Key Contact Names</b> <b>Key Contact Numbers</b>	
<b>Senior Reserves Officer:</b> <b>Voluntary Warden:</b> <b>Reserves Manager:</b>	
<b>Access Points – suitable for road vehicles:</b>	
<b>Public Telephones:</b>	
<b>Nearest A&amp;E Unit:</b>	
<b>Telephone Number:</b>	
<b>Police non-emergency number</b>	101
<b>Nearest defrib if known:</b>	

**IN ANY EMERGENCY SITUATION YOUR PRIORITY MUST BE TO**  
**ENSURE YOUR OWN SAFETY**

Note: Refer to First Aid Casualty Form to document event.