



Connect Media
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Vat Reg No. 391 2235 09
Company Reg No. 07450316

1st April 2025

Health and Safety Policy

Connect Media (Sussex) Ltd

Statement of Intent Connect Media is committed to providing and maintaining a safe and healthy working environment for all our employees, contractors, visitors and anyone affected by our work.

We will, so far as is reasonably practicable:

- Prevent accidents and work-related ill health
- Comply with all UK health and safety laws and regulations
- Provide safe premises, equipment, and systems of work
- Provide information, instruction, training and supervision
- Continually improve our health and safety performance

Responsibilities

Overall responsibility: Lee Jones – Director

Day-to-day responsibility: Every employee must:

- Take reasonable care of their own and others' health and safety
- Co-operate with us on health and safety matters
- Use equipment correctly and safely
- Report any hazards, near misses or incidents immediately

Arrangements – What we actually do

1. Risk assessments are carried out and reviewed regularly
2. Safe working procedures are in place for higher-risk tasks
3. All equipment is maintained and inspected as required
4. Personal protective equipment (PPE) is provided free where needed
5. First-aid kits and trained first-aiders are available
6. Fire exits, alarms and extinguishers are checked regularly
7. All accidents, incidents and near misses are recorded and investigated
8. Health and safety training is given to new starters and refreshed regularly
9. We consult staff on health and safety matters
10. We only use competent contractors who work safely

Health and Safety Policy cont.

In case of emergency

- Raise the alarm and call 999 if needed
- Report all incidents (even minor ones) to Lee Jones the same day

Review This policy and our risk assessments are reviewed at least once a year or after any significant incident or change.



Signed:
Lee Jones | Director

Date: 1st April 2025
Next review: 31st March 2026