



## Health & Safety Policy

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This is a statement of general policy and arrangements for **London Dance Studio**, trading name of Roswitha Dance LTD, UK.

**We will actively maintain and promote good health and safety procedures and will:**

- Maintain safe and healthy work conditions
- Provide adequate control of the health and safety risks at our school
- Be open to comments and suggestions from our employees, students and their parents on matters relating to health and safety
- Provide information, instruction and supervision for employees and students and make them aware of this policy
- Ensure all employees are capable of doing their tasks, hold any required qualifications, and that they receive adequate training
- Record any harm or injuries that occur in an Accident Book and make changes where required to avoid similar incidents in the future
- Regularly review and update this policy

**Roswitha Wetschka** has overall responsibility for health and safety and her or her cover on the day has day-to-day responsibility for ensuring this policy is put into practice.

**A Health & Safety Law leaflet** (UK) is being given to all staff.

**A First Aid box** is located in the cables bag in the Hub, St Andrews and in the kitchen at ST Andrews.

**An Accident Book** is located in the cables bag in the Hub, St. Andrews and in the locker/ the CD player bag at St. Andrews.

**In the case of an emergency or serious injury**, please contact the emergency services on 999.

This policy was last reviewed on 11/04/2019

Roswitha Wetschka,

Director of the company and principal teacher

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