

# Health & Safety Policy

CECOS College London  
1st Floor,  
23 South Mall,  
St Georges Chambers,  
London,  
N9 0TS



Policy Name	Health & Safety Policy	Policy Number	2:6
-------------	------------------------	---------------	-----

Effective Date	01/03/2026	Date of Last Revision	01/03/2026	Version Number	2:6
----------------	------------	-----------------------	------------	----------------	-----

Responsible Officer	Rakesh Sonigra	Contact Email	rakesh@cecos.ac.uk
---------------------	----------------	---------------	--------------------

## **Scope**

*This policy applies to all CECOS College stakeholders, including students, staff, contractors, visitors, and partners, across all campuses and online platforms.*

*It covers operational environments, including:*

- *Teaching, learning, and research facilities*
- *Administrative offices and staff workplaces*
- *Campus estates, laboratories, and specialist teaching spaces*
- *Online and blended learning environments*
- *Events, trips, and community activities organised by the College*

## **Policy Statement**

CECOS College is committed to ensuring the health, safety, and wellbeing of all stakeholders and compliance with all relevant legislation and regulations.

The College will:

- Maintain safe environments and working conditions for staff, students, and visitors
- Identify, assess, and manage risks across all activities and locations
- Provide relevant H&S training and information to staff and students
- Ensure consultation and participation of stakeholders in H&S matters
- Monitor, review, and continuously improve H&S performance

CECOS promotes a culture where all members of the College community take personal responsibility for health, safety, and wellbeing and report hazards or unsafe practices promptly.

### **Relevant Legislation**

Title	Date
Health & Safety at Work etc Act	1974
Management of Health & Safety at Work Regulations	1999
Workplace Regulations	1992
RIDDOR	2013
COSHH	2002

## **Related Policies**

Title	Effective Date
Equality & Diversity Policy	01/03/2026
Safeguarding Policy	01/03/2026
Fire Safety Policy	01/03/2026
Risk Management Policy	01/03/2026
Staff & Student Code of Conduct	01/03/2026

## **Version History**

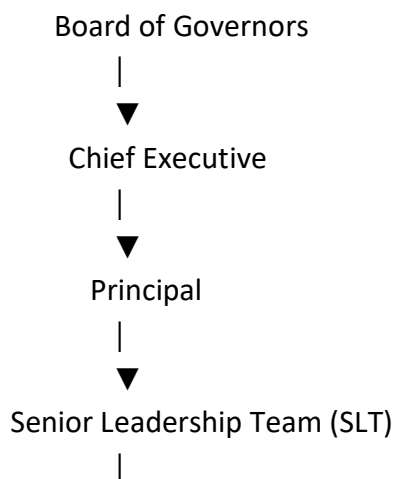
Version	Approved By	Revision Date	Details of change
2:6	Marlon Mason	01/03/2026	Updates to policy detail

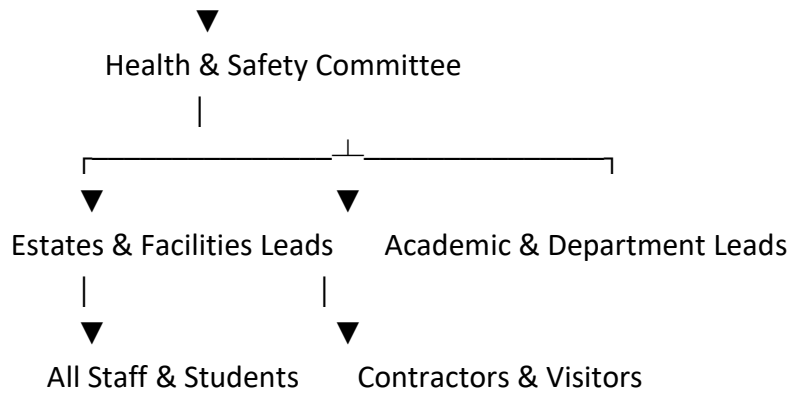
## **Exceptions**

Any operational or temporary deviations from H&S protocols must be authorised by the SLT and documented.

Exceptions are only permitted when lawful, temporary, and risk-assessed.

## **Additional Comments**





**Roles and Responsibilities:**

- **Board of Governors:** Strategic oversight and policy approval
- **Chief Executive:** Overall accountability for H&S compliance
- **Principal:** Operational leadership
- **SLT:** Monitoring, reporting, and risk management
- **Health & Safety Committee:** Oversight of procedures, audits, and reporting
- **Department/Estates Leads:** Local implementation and day-to-day monitoring
- **All Staff & Students:** Compliance, risk reporting, and participation

**2. Document Control and Review**

- **Policy Owner:** Health & Safety Lead
- **Approved by:** Board of Governors
- **Version:** 2.6
- **Last Revision Date:** March 2026
- **Next Review Date:** March 2027
- **Review Cycle:** Annual

### **Publication Requirement:**

- The policy must be **published on the CECOS website**.
  - Links must direct to this **specific H&S policy document**, not to the general policies page, to ensure GLA/OfS accessibility and compliance.
- 




### **3. Key Commitments**

- Conduct risk assessments for all activities, locations, and equipment
  - Deliver health and safety induction and ongoing training
  - Regular inspection and maintenance of facilities and equipment
  - Consultation and communication on H&S matters with staff, students, and stakeholders
  - Reporting and investigation of incidents and near misses
  - Continuous review and improvement of H&S procedures
- 

### **4. Monitoring and Reporting**

- Performance monitored by SLT and Health & Safety Committee
- Reports submitted annually to the Board of Governors
- Internal audits and external inspections conducted as required
- Lessons learned and improvements implemented promptly

## 5. Approval and Sign-Off

Role	Name	Signature	Date
Chief Executive	Dr Mudassir Tanveer		20/04/2026
Principal	Chris McLean		20/04/2026
Governance Board Representative	Paul Jones		20/04/2026