



ASTRAL LIMITED

**HEALTH & SAFETY
POLICY**

Reviewed: January 2026
Next Review: January 2027

Health & Safety Policy

1. Statement of Intent

Astral Limited is committed to achieving and maintaining the highest standards of health, safety, and welfare for all employees, subcontractors, clients, and members of the public who may be affected by our operations.

We will comply with all relevant UK health and safety legislation, including:

- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Construction (Design and Management) Regulations 2015 (CDM)
- Provision and Use of Work Equipment Regulations (PUWER)
- Lifting Operations and Lifting Equipment Regulations (LOLER)
- Control of Substances Hazardous to Health (COSHH)
- RIDDOR 2013

Our goals are to:

- Prevent accidents, injuries, and work-related ill health related
- Maintain safe working environments, equipment, and systems of work
- Ensure our staff are trained, competent, and supported
- Promote a positive safety culture across the organisation
- Consult with employees on matters affecting their health and safety

We will continually improve our health and safety performance through monitoring, review, training, and effective communication.

2. Responsibilities

2.1 Directors

The Directors hold overall responsibility for health and safety, including ensuring:

- Adequate resources are provided for H&S
- Policies and procedures are implemented and reviewed annually
- Competent persons are appointed
- Monitoring, inspections, and audits are carried out
- All employees understand their role in maintaining a safe workplace

2.2 Managers & Supervisors

Managers and site supervisors are responsible for:

- Safe planning and coordination of work activities
- Carrying out site inductions and briefings
- Ensuring operatives follow method statements and risk assessments
- Monitoring site conditions and enforcing safe working practices
- Reporting and investigating accidents, incidents, and near misses
- Ensuring equipment is used safely and maintained appropriately

2.3 Employees

All employees must:

- Work safely and follow Astral's health and safety procedures
- Cooperate with management to ensure compliance
- Use PPE correctly and as instructed
- Report hazards, defects, unsafe acts, or near misses
- Only carry out tasks for which they are trained and competent
- Take reasonable care of their own safety and others around them

2.4 Subcontractors

Subcontractors must:

- Follow Astral's health and safety policies and site rules
- Provide suitable risk assessments, method statements, and training evidence
- Ensure all personnel are competent for the work undertaken
- Report incidents and cooperate with Astral supervisors
- Maintain equipment in safe condition

3. Arrangements for Health & Safety

3.1 Training & Competence

- Employees receive role specific training including CSCS, CPCS, manual handling, and site safety awareness
- Toolbox talks are delivered regularly
- Additional training is provided where new risks or equipment are introduced

3.2 Risk Assessments & Method Statements (RAMS)

- RAMS are completed for all activities with significant risk
- Assessments consider hazards, affected persons, control measures, and safe systems of work
- RAMS are communicated to all operatives prior to work starting

3.3 Accident Reporting & Investigation

- All accidents, near misses, and incidents must be reported immediately to a supervisor
- Injuries and incidents are recorded and investigated
- RIDDOR incidents are reported to the HSE as required
- Lessons learned are communicated to staff

3.4 Plant, Tools & Equipment

- All equipment is inspected, maintained, and used in accordance with PUWER and LOLER
- Only trained and authorised personnel may operate machinery
- Defective equipment must be taken out of service immediately

3.5 Hazardous Substances (COSHH)

- COSHH assessments are completed for hazardous materials

- Data sheets are available on site
- Appropriate PPE, storage, and handling controls are provided
- Exposure monitoring carried out where required
- Safe storage and spill procedures in place

3.6 Working at Height

- Avoided where possible
- Planned, supervised, and carried out by competent persons
- Completed using suitable access equipment, scaffolds, towers, or fall prevention measures
- Inspected regularly, with records maintained

3.7 Manual Handling

- Tasks are assessed and mechanical aids used where possible
- Employees are trained in safe lifting techniques

3.8 Site Safety & Welfare

- Safe access and egress
- Traffic management arrangements
- Adequate welfare facilities (per CDM 2015 Schedule 2)
- Clear signage and safety notices
- Good housekeeping and waste management

3.9 Fire Safety & Emergency Procedures

- Fire risk assessments are carried out
- Emergency plans and assembly points are briefed at induction
- Fire extinguishers are provided and maintained
- Evacuation procedures tested where appropriate

3.10 First Aid

- First aid provision complies with the First Aid at Work Regulations
- Trained first aiders available
- First aid kits stocked and identified during induction

3.11 Environmental Considerations

- Controlling noise, dust, waste, and pollution risks
- Following Environmental Policy and Carbon Reduction commitments
- Using authorised waste carriers and segregating waste where possible

3.12 Consultations & Communication

- Employees are consulted on H&S matters
- Information communicated via inductions, toolbox talks, and briefings
- Safety concerns can be raised confidentially

PPE Arrangements

- PPE provided free of charge
- Task specific PPE identified in RAMS

- Training in correct use of PPE
- Regular inspections and replacement when required

Occupational Health

- Health surveillance for noise, vibration, dust, HAVS
- Pre-employment screening where required
- Monitoring of work related ill health
- Fit for work assessments where appropriate

Asbestos Management

- Compliance with Control of Asbestos Regulations 2012
- No disturbance without asbestos survey
- Asbestos register checked before work begins
- Licensed contractors used for notifiable works
- Emergency procedure for accidental disturbance

Principal Contractor Duties (CDM 2015)

- Plan, manage and monitor the construction phase
- Prepare and maintain Construction Phase Plan
- Ensure competence of workforce
- Provide site inductions and welfare
- Coordinate with Principal Designer and client

Contractor Duties (CDM 2015)

- Cooperate with Principal Contractor and Principal Designer
- Provide RAMS and competence evidence
- Manage work safely
- Report incidents
- Ensure competence of workers


4. Monitoring & Review

- Site inspections and audits
- Review of incidents, near misses, and trends
- Employee feedback
- Regular management review meetings

5. Review

This policy will be reviewed annually or sooner if:

- There are significant business changes
- Legislation changes
- Improvements are identified

Signed: 

Managing Director

Date: 30/01/2026