



# Revenge Kleaning Services

## Health & Safety Policy Statement

### General Statement of Intent

Revenge Kleaning Services Ltd recognises its legal and moral duty to ensure, so far as is reasonably practicable, the health, safety, and welfare of all employees and others who may be affected by our activities.

We are committed to:

- Preventing injury and ill health to anyone working for or affected by our operations.
- Providing safe and healthy working conditions.
- Ensuring all employees are competent through information, instruction, and training.
- Complying with the Health and Safety at Work etc. Act 1974, the Management of Health and Safety at Work Regulations 1999, and other relevant legislation.
- Maintaining safe systems of work, including proper handling of hazardous substances under COSHH.
- Consulting with employees on matters affecting their health and safety.
- Continuously improving our management of health and safety performance.

We expect all employees and contractors to take reasonable care of their own health and safety and that of others, and to cooperate with the company to achieve these aims.

This statement will be reviewed annually or sooner if significant changes occur.

Signed:  \_\_\_\_\_

**Name:** Richard Grimes

**Position:** Director

**Policy Date:** 1 October 2025

**Review Date:** 1 October 2026

### 1. Health & Safety Responsibilities

#### Director Keira Marsh

- Overall responsibility for health and safety within the company.
- Ensures that this policy is implemented, maintained, and reviewed annually.
- Provides adequate resources to meet health and safety obligations.
- Ensures that risk assessments, COSHH assessments, and safe systems of work are in place.
- Ensures employees receive appropriate training and PPE.
- Reports RIDDOR incidents to the HSE when required.

## **Richard Grimes – Director (Support & Implementation)**

- Supports the implementation of safe working practices
- Maintains health & safety documentation and records
- Delivers toolbox talks and communicates safety updates
- Carries out site checks and ensures staff follow risk assessments and method statements
- Ensures equipment is used correctly and maintained
- Reports hazards, incidents or near-misses promptly

## **2. Health & Safety Arrangements**

These arrangements set out how Revenge Kleaning Services Ltd manages health & safety in practice.

### **Accident Reporting & RIDDOR**

- All accidents, incidents and near misses are recorded in the company accident log
- RIDDOR-reportable incidents are reported to the HSE via the official online system
- All incidents are investigated, with corrective actions recorded and implemented

### **First Aid**

- A suitable first aid kit is provided in work vehicles
- Directors hold basic first aid awareness
- Emergency contact details and hospital locations are checked before work begins

### **Work-Related Ill Health**

- Health risks relating to cleaning chemicals, biohazards, mould, sharps and manual handling are assessed
- Early reporting of symptoms is encouraged so adjustments can be made
- Control measures include PPE, safe systems of work and regular breaks

### **Training, Information, Instruction & Supervision**

- All personnel receive induction training covering company H&S rules and emergency procedures
- Additional training (COSHH, sharps handling, biohazard cleaning, PPE use, manual handling) is provided as required
- Toolbox talks are used to reinforce safe working practices and policy updates

### **Communication & Consultation**

- Health & safety matters are discussed during meetings and toolbox talks
- Employees are encouraged to raise concerns at any time
- Policy updates are circulated directly to all directors and operatives

## **Risk Assessments**

- Risk assessments are carried out for all tasks including:
  - Chemical/COSHH hazards
  - Biohazards and sharps
  - Property clearance
  - Mould removal
  - Working in confined or contaminated spaces
- Assessments are reviewed annually and whenever work activities change

## **Monitoring & Review**

- Directors conduct periodic workplace/site checks
- Health & safety performance is reviewed at management meetings
- This policy is reviewed annually

## **Emergency Procedures**

Emergency arrangements include:

- Fire evacuation procedures
  - Chemical splash/exposure response
  - Sharps injury protocol
  - Biohazard contamination procedures
  - Medical emergencies
- Emergency exits, contacts and assembly points are confirmed for each job.

## **Accidents & Incidents**

- All incidents are logged and investigated
- Root cause analysis is carried out
- Control measures and learning points are implemented and communicated

## **CDM Regulations**

Revenge Kleaning Services Ltd does not act as a Principal Contractor.

As a Contractor under CDM we:

- Cooperate with the Principal Contractor and follow site rules
- Maintain competency and safe systems of work
- Provide necessary information, instruction and training

## **Welfare Facilities**

- Welfare arrangements (toilets, water, handwashing facilities, rest areas) are confirmed before work begins
- Work does not commence unless adequate welfare is available



# Revenge Kleaning Services

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**Registered Office: 233 Wigan Road, Ashton-In-Makerfield, Wigan, Lancashire, United Kingdom, WN4 9SL**

**Email: [info@revengekleaning.co.uk](mailto:info@revengekleaning.co.uk)**

**Phone: 07398 365733 |**

**Website: [www.revengekleaning.co.uk](http://www.revengekleaning.co.uk)**

**Company No: 16536514**