

Health & Safety Policy

K Dean Building Services Ltd

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Document Owner	Director / Competent Person / Health & Safety Lead	Approved by	Company Director
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Approval Status	Approved	Copy Status	Public Controlled Copy
Review Frequency	At least annually	Approval Method	Director approval / controlled electronic record

Public controlled copy. A signed controlled master of the Health and Safety Policy Statement is retained internally in line with HSE guidance.

Part 1 - Statement of Intent

K Dean Building Services Ltd is committed to ensuring, so far as is reasonably practicable, the health, safety and welfare of employees and others who may be affected by our activities, including subcontractors, clients, visitors, building occupants, residents and members of the public.

Our work includes construction, refurbishment, maintenance, building fabric, drainage, civil engineering, heritage, M&E and associated works in live, occupied and operational environments. We therefore place strong emphasis on planning, risk assessment, competence, supervision, communication and safe systems of work.

- Provide and maintain safe systems of work, safe access and suitable welfare arrangements.
- Identify hazards and prepare suitable and sufficient risk assessments and method statements before work starts.
- Provide information, instruction, training and supervision proportionate to the work and risk.
- Provide safe plant, equipment and tools and ensure inspection and maintenance arrangements are in place.
- Manage substances, dust, noise, vibration, manual handling, work at height, electrical risk, hot works and other foreseeable hazards.
- Cooperate and coordinate with clients, Principal Contractors, Principal Designers, designers, occupiers and other dutyholders.
- Protect workers, occupants, residents, visitors, first responders and the public from risks created by our work.
- Report, record and investigate accidents, incidents, near misses and dangerous occurrences and implement corrective action.
- Consult with the workforce and encourage people to stop work and raise concerns where they believe there is serious risk.
- Monitor, audit and review health and safety performance and continually improve our arrangements.

Part 2 - Responsibilities

Director / Competent Person / Health & Safety Lead

Has overall responsibility for ensuring suitable health and safety arrangements, resources, competent advice, monitoring and annual policy review are in place.

Project / Contracts Management

Responsible for pre-start review, RAMS, coordination, subcontractor control, access, welfare, emergency arrangements, client liaison and monitoring on projects under their control.

Site Supervisors and Working Foremen

Responsible for briefings, implementation of RAMS, competence checks, PPE, housekeeping, safe plant and access, segregation, stopping unsafe work and reporting incidents or changes.

Employees, Operatives and Subcontractors

Must take reasonable care, cooperate with Company arrangements, follow RAMS and site rules, use equipment and PPE properly, only undertake tasks they are competent to perform and report hazards or incidents promptly.

Part 3 - Arrangements

- Risk assessment, RAMS and dynamic review when conditions change.
- Induction, toolbox talks, trade competence and task-specific training.
- Subcontractor pre-qualification, insurance and competence verification.
- Plant, equipment and lifting controls, inspections and statutory examination where applicable.
- Work-at-height planning, access equipment controls and fall prevention.
- Excavation, drainage, temporary works and underground-services controls.
- COSHH, dust, silica, noise and vibration management.
- Asbestos awareness and stop-work procedures for suspect materials.
- Hot works, fire prevention, emergency planning and permit controls where required.
- Public protection, segregation and working safely in occupied or sensitive environments.
- Accident, incident, near-miss reporting, RIDDOR assessment and lessons learned.
- Welfare provision, first aid, occupational health and fitness for work.
- Site inspections, audits, corrective actions, management review and annual policy review.

Reference Framework

This document is intended to support K Dean Building Services Ltd management arrangements and should be read alongside applicable legislation, client requirements, project-specific documentation and competent professional advice. Key references include:

- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Construction (Design and Management) Regulations 2015
- HSE guidance on health and safety policy, risk management and competent assistance

Director Approval

This document has been reviewed and approved on behalf of K Dean Building Services Ltd by the Company Director and will be reviewed at least annually, or sooner where legislation, company arrangements, client requirements or operational risks change.

This public controlled copy does not display a handwritten signature. A signed controlled master of the Health and Safety Policy Statement is retained internally by K Dean Building Services Ltd.

Approved on behalf of	K Dean Building Services Ltd
Approved by	Company Director
Approval date	16 August 2026