Catharsis Health and Safety Policy Statement

At Catharsis we are committed to providing therapeutic services that are tailored to the needs of a diverse range of clients. Our skilled therapists and versatile approach to creative psychotherapy allows full engagement at all levels. Catharsis interventions may take place in a variety of settings.

Catharsis is committed to ensuring, so far as is reasonably practicable, the health, safety and welfare of all people affected by its activities. We aim to prevent work-related injury, illness and harm through effective planning, risk assessment, training and safe systems of work.

Where accidents or near misses do occur, all staff have access to the Catharsis **Incident Reporting Policy and the Accident and Incident Reporting Form**. All accidents, incidents, near misses and unsafe conditions must be reported as soon as reasonably practicable using the Catharsis Incident Reporting Procedure.

This Health and Safety Policy Statement should be read in conjunction with the aforementioned policy, the Fire Safety and Health and Safety Risk Assessments, Fire Risk Management Plan, Lock Down Policy, The COSHH policy, The Business Continuity Statement and the Catharsis Lone Working Policy.

Catharsis is keen to ensure that disruption caused to its services remains minimal, however therapists and clients may face difficulties attending sessions during periods of adverse weather conditions such as heavy snowfalls or flooding, or due to sickness, pandemic or other unanticipated absence. Catharsis therapists should not put themselves at unnecessary risk when attempting to attend work, however it would be expected that all reasonable steps to report inability to attend work are made as soon as is practicably possible to the relevant institution, the client, and / or the Catharsis Management team.

We are a small organisation; as a small company with fewer than five employees Catharsis is not legally obliged to have a written health and safety policy, however Catharsis does understand the importance of working with and adhering to the policies of its partners, employers and clients. Catharsis accepts that health and safety is an organisational management responsibility, however no health and safety policy or statement will be successful unless agreed at all levels, by all staff. Catharsis contracts delivery from qualified and competent therapists who are required to commit to complying with our Health and Safety Policy Statement. Trainee therapists on placement with Catharsis will have the same status as anyone else within the Catharsis team, for the purposes of Health and Safety Legislation and the below statements.

This policy is informed by:

- The Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 (where applicable)
- Regulatory Reform (Fire Safety) Order 2005

Hannah Robertson, as Managing Director of Catharsis is the lead person responsible for Health and Safety, with Keren Adler, Service Development Manager acting as backup.

These statements will be observed in our business transactions:

- CATHARSIS will consult with its freelance therapists on matters affecting their health and safety.

- CATHARSIS will support the completion of Risk Assessments where these are helpful (Catharsis pro forma available)
- CATHARSIS will ensure all freelance therapists are competent to complete their tasks.
- CATHARSIS will ensure as far as is possible the safety and well-being of any person that may be within its charge
- CATHARSIS will ensure that any equipment it uses within the scope of its activities is safe, fit for purpose and maintained as such.
- CATHARSIS will maintain safe and healthy working conditions.
- CATHARSIS will ensure reasonable adjustments are made to accommodate therapists or clients with disabilities, in line with the Equality Act 2010.
- CATHARSIS will always comply with the policies that may be in force at any of its partners, clients or employer's premises and will inform the same of any potential risk or hazard observed whilst undertaking its contractual responsibilities.
- CATHARSIS will comply with relevant public health legislation and follow official guidance where appropriate during outbreaks of infectious disease or other public health emergencies.
- CATHARSIS has a zero-tolerance approach to violence, abuse or threatening behaviour towards its workers. Any incident of aggression will be risk assessed and appropriate action taken to protect staff and service users.
- CATHARSIS will review and revise this policy as necessary in line with current and emerging legislation and review the policy annually.

Catharsis recognises its duties under the Health and Safety at Work etc. Act 1974 and other applicable health and safety legislation to protect the health and safety of other persons who may be affected by our work activities. We will meet our responsibilities, paying particular attention to the provision and maintenance of a number of key areas:

- a safe place of work and safe access to it
- a healthy working environment
- equipment and systems for work that are safe
- safe arrangements for transportation
- sufficient information, instruction, training and supervision to enable all staff to avoid hazards and contribute positively to their own health and safety at work
- administrative arrangements designed to promote effective safety management, including the analysis of any incident reports received
- nominated First Aider at The Mill (Keren Adler) has relevant and up to date training

All staff are reminded of their own duties under Section 7 of the Health & Safety at Work Act 1974 to take care of their own safety and to ensure that they do not put other people at risk through their own acts or omissions; this is covered in staff induction. Catharsis ensures local safety rules (i.e. within each place of work or school) are relayed to our therapists when new projects are set up. Catharsis also has a Lone Working policy; this is accessible to all freelance therapists. Catharsis further recognises that psychological health is an integral part of workplace health and safety and is committed to reducing work-related stress through1:1's and check-ins, workload management, and access to support as needed.

The health and safety duties of a contractor include:

- Taking reasonable care of their own health, safety and welfare and that of others who may be affected by what they do or do not do. This will include immediately notifying the manager or other appropriate person of any situation, change in circumstances, or shortcomings, which they consider may pose a significant health and safety risk to any person. Also to report any injuries, incidents, near misses and work-related disease or ill health (see Incident Reporting Policy and Form).

- Catharsis freelance therapists are required to have their own professional liability insurance.

- When a Catharsis therapist is working in a partner organisation's premises, they must be familiar with and follow the host's emergency procedures.

- Co-operating with Catharsis on health and safety to ensure there is compliance with any legal or local health, safety or welfare at work requirement. For example, by attending any required health and safety training courses.

- Correctly using work items provided by Catharsis, including personal protective equipment, tools and IT equipment, in accordance with training, instructions or information provided.

- Not interfering with or misusing, either intentionally or recklessly, anything provided for health, safety or welfare. For example, propping open a fire door, or moving an item of firefighting equipment from its proper location.

See **Health and Safety template** attached

Review

Implementation / Review date	**Reviewers**
August 2026	Hannah Robertson
Next Review date	Keren Adler
August 2027	

Health and Safety template for completion and update with an annual review

Statement of general policy	Responsibility	Actions
To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities	Managing Director / Service Development Manager	• Before engaging or delivering, freelance therapists are required to go through Induction; this includes reading all relevant policies. Induction is completed by the Service Development Manager. • Complete relevant risk assessments; this includes potential risks to staff from clients *(templates available)*. • In relation to working with children, all therapists to be aware of behavioural guidelines / schools behavioural policy and will monitor adherence. • In relation to working with adults where there are known risks, to be aware of the systems in place to protect staff and others • Catharsis therapists reserve the right to ask any individual to leave therapy if it is believed that the behaviour of the individual is either damaging to the therapist, co-worker or any group members. In this event, the therapist must inform the project / institution / school contact and the Managing Director of Catharsis or Service Development Manager immediately of their decision. Catharsis will implement the appropriate procedure. • If the safety of any Catharsis therapist or co-worker is deemed to be at risk, Catharsis will expect the school / institution to take appropriate action to eliminate this risk. • Where equipment is used, it is tested, and action taken to address any defects (see relevant policies). • Workload considerations: all therapists to be mindful of their own mental health as priority and to seek support through personal therapy and open conversations with SLT to reduce the risk of burn out.
To provide adequate training to ensure contractors are competent to do their work	Managing Director/ Service Development Manager	• Before engaging or delivering, contractors to go through induction and read relevant policies. • Ensure staff are consulted regarding Health and Safety (team meetings / 1:1 Supervision) • Catharsis therapists will on behalf of Catharsis state to all those who participate in any Therapy sessions the boundaries and ethos by which Catharsis operates.

Statement of general policy	Responsibility	Actions
		• Staff to access relevant Health and Safety Training where appropriate. • Systems are in place to audit compliance through supervision and team meetings.