

NEWANGLE

Health and Safety Policy

September 2026

Next review due by: September 2027

1. Policy Statement

N3W ANGLE is committed to providing a safe and healthy environment for all staff, contractors, volunteers, and the young people we work with. We take our legal duties under the Health and Safety at Work Act 1974 and related legislation seriously, and we expect all staff and volunteers to play an active role in maintaining safety at every location where we work.

Unlike organisations based in a single fixed site, N3W ANGLE operates across a range of environments including partner schools, pupil referral units, community gyms, boxing clubs, cafés, parks, and other community venues. Our Health and Safety approach must be flexible enough to apply across all of these settings while remaining clear and consistent for staff.

The health and safety of the young people we work with is always the primary consideration. Many of the young people referred to our programmes have complex needs, histories of trauma, or involvement with the youth justice system. Our approach to health and safety is informed by this context at all times.

This policy applies across N3W ANGLE and covers staff, contractors and volunteers working for or on behalf of both N3W ANGLE CIC and N3W ANGLE Collective Ltd. Throughout this policy, references to "N3W ANGLE" mean both organisations unless otherwise stated.

2. Legal Framework

This policy is informed by the following legislation and guidance:

- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations 1999
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)
- Control of Substances Hazardous to Health Regulations 2002 (COSHH)
- Provision and Use of Work Equipment Regulations 1998 (PUWER)
- Keeping Children Safe in Education 2026
- Working Together to Safeguard Children 2026

3. Responsibilities

Who	Health and Safety Responsibilities
Directors (Thomas Jarvis, Roxene Davis, Simeon Holder)	Overall responsibility for health and safety across all N3W ANGLE activities. Ensure this policy is implemented, reviewed annually, and that adequate resources are in place. Ensure all staff receive appropriate training. Review and act on incident reports.
DSO (Thomas Jarvis)	Day-to-day oversight of health and safety compliance. Maintain the risk assessment register. Lead on incident reporting and investigation. Ensure venue assessments are completed before new settings are used.
All staff, contractors, and volunteers	Take reasonable care for their own health and safety and that of the young people they work with. Follow this policy and all site-specific

	safety procedures. Report hazards, incidents, and near-misses promptly. Attend all required training.
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4. Our Working Environments

N3W ANGLE does not operate from a single fixed site. Staff work across the following types of environment, each of which carries its own health and safety considerations:

Environment	Key Health and Safety Considerations
Schools and academies	Sign-in procedures; school fire and emergency protocols; safeguarding leads; staff only in agreed rooms; no lone working in isolated areas
Pupil referral units (PRUs)	Higher likelihood of complex and potentially challenging behaviour; staff must know the PRU's own emergency and de-escalation procedures; two-staff preferred for group sessions
Community gyms and boxing clubs	Equipment safety; appropriate use of protective gear; supervision ratios; first aid provision; risk of physical injury during sports activity
Community venues (cafés, community centres)	Venue unfamiliarity; public access; limited control over environment; risk assessment required before first use
Outdoor and public spaces	Weather; traffic; public interaction; no fixed safe room; enhanced supervision required
In-vehicle transport	Driver licence and insurance checks; passenger safety; lone working risk; no journey without prior DSO notification

5. Risk Assessments

A risk assessment must be completed before N3W ANGLE begins working in any new venue or delivering any new type of activity. Risk assessments are the responsibility of the DSO and are held centrally.

5.1 Venue risk assessments

Before using any new venue, a member of staff must visit and complete an N3W ANGLE Venue Risk Assessment, covering:

- Physical access and layout, including fire exits and assembly points
- Suitability of the space for the planned activity and age group
- First aid provision and nearest AED (defibrillator) location
- Toilet and welfare facilities
- Security and visitor access arrangements
- Known hazards specific to the venue (e.g. boxing equipment, weights, machinery)

- Emergency contact at the venue

Venue risk assessments are reviewed annually or following any incident at the venue.

5.2 Activity risk assessments

A separate risk assessment is required for any activity that carries specific physical risk, including:

- Boxing training and sparring
- Fitness circuits and gym-based activities
- Outdoor activities and off-site visits
- Transport of young people
- Any activity involving physical contact or equipment

5.3 Individual risk assessments

Where a young person is known to present a specific risk - whether to themselves, to staff, or to others - an individual risk assessment must be completed before their first session. This will be informed by information from the referring agency (school, PRU, Youth Justice Service, or social worker) and will be shared with all staff working with that young person.

Individual risk assessments are reviewed following any incident and at least termly for young people on ongoing programmes.

6. Boxing, Sports, and Physical Activity

Boxing and sport are central to N3W ANGLE's delivery model. These activities carry specific health and safety requirements that apply in addition to the general provisions of this policy.

- All boxing and combat sports sessions must be led or supervised by a qualified coach holding a current England Boxing or equivalent accredited coaching licence
- Appropriate protective equipment - including gloves, headguards, and gumshields - must be available and used for any contact activity
- Equipment must be inspected before each session and removed from use if damaged
- Sparring must only take place between participants of similar experience and size, and only where supervised by a qualified coach holding a current England Boxing Level 2 or equivalent accredited coaching licence
- No session should take place if the coach-to-participant ratio makes safe supervision impossible - a maximum of 10 young people per coach for group sessions, and lower where the group's needs require it
- A first aider must be present or immediately contactable for all boxing and contact sports sessions
- Young people must complete a health declaration before their first boxing session; any disclosed medical conditions must be assessed by the coach and, where appropriate, referred to the DSO before participation is authorised

- Any head injury, loss of consciousness, or suspected concussion must result in the young person being withdrawn from all physical activity, a first aider being called, and the DSO being notified on the same day

7. First Aid

N3W ANGLE ensures that adequate first aid provision is available across all delivery settings.

- At least one member of staff present at every N3W ANGLE session must hold a current paediatric or adult first aid qualification
- A first aid kit must be available at every session; staff are responsible for ensuring the kit is present and adequately stocked before each session begins
- The location of first aid provision at any school, PRU, or community venue must be identified before the session starts
- All first aid administered during a session must be recorded and reported to the DSO on the same day
- Where a young person requires emergency medical attention, 999 must be called immediately. The young person's parent or carer and referring professional must then be notified by the DSO as soon as possible
- First aid qualifications must be renewed in line with the relevant awarding body requirements, and no earlier than three years after the date of issue

8. Accidents, Incidents, and Near-Misses

All accidents, incidents, and near-misses must be recorded and reported, regardless of severity. This applies to incidents involving young people, staff, contractors, and volunteers.

8.1 What must be reported

- Any injury to a young person or member of staff, however minor
- Any near-miss - a situation that could have resulted in injury but did not
- Any situation in which a young person's or member of staff's health or safety was compromised
- Any equipment failure or venue hazard identified during a session
- Any incident involving weapons, substances, or threatening behaviour

8.2 How to report

Incidents must be reported to the DSO verbally on the same day and in writing using the N3W ANGLE Incident Report Form within 24 hours. Where an incident occurs in a school or PRU, it must also be reported to the setting's own health and safety or safeguarding lead.

8.3 RIDDOR

Certain incidents must be reported to the Health and Safety Executive under RIDDOR 2013. The DSO is responsible for determining whether a RIDDOR report is required and for making the report where it is. RIDDOR reportable incidents include:

- Deaths or specified injuries to workers
- Injuries to non-workers (including young people) that result in hospitalisation for more than 24 hours
- Dangerous occurrences, including certain equipment failures or structural events

8.4 Investigation

All significant incidents will be investigated by the DSO. The purpose of the investigation is to identify the cause, prevent recurrence, and update risk assessments where needed. Where an incident involves a safeguarding concern, it will also be managed in accordance with the N3W ANGLE Child Protection and Safeguarding Policy.

9. Fire and Emergency Procedures

Because N3W ANGLE works across multiple venues, there is no single fire procedure that applies in all settings. Staff are responsible for familiarising themselves with the fire and emergency procedures at each venue they work in before their session begins.

9.1 In school and PRU settings

- Follow the school or PRU's own fire and emergency procedures
- Identify fire exits and the assembly point on arrival
- Ensure all young people in the session are included on the register taken at the assembly point
- Do not re-enter the building until cleared to do so by the designated fire warden

9.2 In community venues

- Identify fire exits and the assembly point before the session begins - ask the venue manager if not clearly signed
- Know the location of the nearest fire extinguisher and do not attempt to use it unless trained to do so
- In the event of a fire, evacuate all young people immediately and call 999
- Account for all young people against the session register at the assembly point
- Contact the DSO as soon as it is safe to do so

9.3 In outdoor or public settings

- Identify a pre-agreed meeting point at the start of each outdoor session
- Ensure all young people know the meeting point
- In any emergency, keep young people together, call 999 if required, and contact the DSO immediately

10. Managing Challenging Behaviour and Risk to Safety

N3W ANGLE works with young people who may occasionally present with challenging or volatile behaviour. This is a recognised feature of the work and is addressed directly in our risk assessment, induction, and training processes.

Where a young person's behaviour during a session creates a risk to their own safety, to other young people, or to staff:

- Staff should follow the de-escalation procedures set out in the Physical Intervention and Positive Handling Policy
- Other young people should be moved away from the immediate situation where possible
- The DSO must be notified on the same day
- Physical intervention must only be used as a last resort and in accordance with the Physical Intervention and Positive Handling Policy
- Where there is immediate risk of serious harm, 999 must be called

Incidents involving challenging behaviour are recorded, reviewed by the DSO, and used to inform individual and programme-level risk assessments.

11. Alcohol, Drugs, and Substances

N3W ANGLE operates a strict no alcohol and no illegal drugs policy across all settings and activities. This applies to all staff, contractors, volunteers, and young people.

- Any member of staff who arrives at a session under the influence of alcohol or drugs must be asked to leave immediately. The DSO must be informed, and the matter will be addressed under the relevant employment or contractor arrangement
- Any young person who arrives at a session under the influence of substances must not be permitted to take part in any physical activity. The DSO and the young person's referring professional must be notified
- If a young person is found in possession of drugs or weapons, the session must be paused, the young person managed safely, and the DSO contacted immediately. Thames Valley Police will be notified where appropriate
- Staff taking prescribed medication that may affect their ability to work safely must inform the DSO before their next session so a risk assessment can be completed

12. Weapons and Dangerous Objects

N3W ANGLE recognises that some of the young people we work with may have contact with, or be carrying, weapons. This is a safeguarding concern as well as a health and safety concern.

- If a member of staff has reason to believe a young person is in possession of a weapon, they must not attempt to conduct a search themselves unless they have been specifically trained and authorised to do so
- The member of staff must remove other young people from the immediate area where possible and contact the DSO immediately
- Where there is an immediate risk of serious harm, 999 must be called without delay

- Any weapon recovered or suspected must be reported to Thames Valley Police and to the young person's referring professional
- All such incidents are recorded and reviewed by the DSO and will inform the individual risk assessment for the young person

13. Equipment Safety

Staff are responsible for checking the safety of any equipment used during their sessions. This applies to boxing gloves, pads, bags, gym equipment, and any other materials used in N3W ANGLE's delivery.

- Equipment must be visually inspected before each session and any damaged or unsafe items taken out of use immediately
- Defective equipment must be reported to the DSO and, where it belongs to the venue, to the venue manager
- No equipment that is the property of N3W ANGLE may be used by a young person without staff supervision
- Staff must not use or permit young people to use equipment for which they have not received appropriate training
- Where N3W ANGLE uses equipment at a partner venue (such as a gym or boxing club), the venue's own safety and inspection procedures apply in addition to this policy

14. Insurance

N3W ANGLE holds appropriate insurance cover for all of its activities, including:

- Professional Indemnity Insurance
- Public and Product Liability Insurance

Staff should be aware that personal vehicles used for transporting young people must be covered by appropriate business use motor insurance. Staff who transport young people as part of their role are responsible for ensuring their own insurance policy covers this use and for providing evidence to the DSO before carrying any young person.

15. Smoking and Vaping

Smoking and vaping are not permitted during any N3W ANGLE session, in any setting, by any member of staff, volunteer, or young person. This applies indoors and outdoors within the immediate session environment.

Where a young person is found smoking or vaping during a session, they should be asked to stop. This will be noted and raised with their referring professional. It is not grounds for exclusion from the session unless it creates a safety risk or persists after being addressed.

16. Training

All N3W ANGLE staff and contractors receive health and safety training as part of their induction. This includes:

- An introduction to this policy and their responsibilities under it

- Venue and activity risk assessment procedures
- Emergency and fire procedures
- Accident and incident reporting
- Guidance on working with young people presenting with challenging behaviour

In addition, the following role-specific training requirements apply:

- All staff delivering direct work with young people: current first aid qualification (paediatric or adult)
- All staff delivering boxing or contact sports: current England Boxing or equivalent coaching licence
- All staff undertaking lone working: completion of lone working induction (see Lone Working Policy)

17. Review

This policy is reviewed annually. It will be updated sooner where changes to legislation, statutory guidance, or N3W ANGLE's operational practice require it, or following any significant health and safety incident.

Key Contacts

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