



Sight 2020 Direct

Reducing preventable blindness.
Supporting those who have already lost sight.

Health and Safety Policy Statement

Sight 2020 Direct staff, volunteers, project partners, trustees, grantees and contractors work within the UK and Malawi.

Our Health and Safety statement is to:

- Prevent accidents and causes of work-related illness
- Manage health and safety risks whilst working from home by:
 - Adhering to best practice to maximise safety i.e. taking regular breaks when working at the computer, maintaining correct posture, having ergonomic chair and equipment
 - Ensuring that there is adequate lighting and ventilation in areas of work
 - Reducing the risk of fires by ensuring that all papers and other flammable items are stored safely away after use
 - Ensuring that homes have fire alarms and smoke detectors
 - Minimising the risk of trips and falls by ensuring that electrical cables and cords are neatly put away at all times
- Ensure safe use and handling of substances
- Review and revise the policy regularly
- Ensure the safety and well-being of all our staff, volunteers, project partners, trustees, grantees and contractors. This has recently been demonstrated during the COVID-19 pandemic when our charity supported our partners in Malawi by providing personal protection equipment (PPE), hand sanitisers, hand washing stations within our partner school premises etc.
- Encourage all our staff, volunteers, project partners, trustees, grantees and contractors with the UK and Malawi to adhere to government guidelines with regards to COVID-19 by adhering to various lock-down measures, maintaining social distancing measures, wearing face coverings, engaging in appropriate hand-washing measures etc to reduce the risk of spreading or contracting COVID-19.
- Promote adherence to manufacturer guidance and guidelines when handling substances i.e. glue, paint etc or operating equipment i.e. photocopiers, guillotines etc.
- Risk assessments are completed regularly to minimise risk
- Whilst working with local schools in Malawi we ensure that our safety policies are adhered to and adapted to suit specific sport and art related activities

Sight 2020 Direct is guided in Health and Safety matters by current legislation as outlined in:

- The Health and Safety at Work Act 1974
- The Health and Safety at Work Act 2012
- The Control of Substances Hazardous to Health (COSHH)
- The Health and Social Care Act 2012