Health and Safety policy

This is the statement of general policy and arrangements for: Herd Thyme Ltd	
Kara Dhyan, Proprietor	**has overall and final responsibility for health and safety**
Kara Dhyan, Proprietor	**has day-to-day responsibility for ensuring this policy is put into practice**

Statement of general policy	Responsibility of: Name/Title	Action/Arrangements (What are you going to do?)
Prevent accidents and cases of work-related ill health by managing the health and safety risks in the workplace	Kara Dhyan, Proprietor	Relevant risk assessments completed and actions arising out of those assessments implemented. (Risk assessments reviewed when working habits or conditions change.)
Provide clear instructions and information, and adequate training, to ensure employees are competent to do their work	Kara Dhyan, Proprietor	Staff, subcontractors and volunteers given necessary health and safety induction and provided with appropriate training.
Engage and consult with employees on day-to-day health and safety conditions	Kara Dhyan, Proprietor	Staff routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required.
Implement emergency procedures – evacuation in case of fire or another significant incident.	Kara Dhyan, Proprietor	Escape routes well signed and always kept clear. Evacuation plans are tested from time to time and updated as necessary.
Maintain safe and healthy working conditions, provide and maintain equipment and ensure safe storage/use of substances	Kara Dhyan, Proprietor	Toilets, washing facilities and drinking water provided, ensure correct storage of any cleaning products on site. Ensure system in place for routine inspections and testing of any equipment and machinery and for ensuring that action is promptly taken to address any defects

Signed: * (Employer)		Date:	09.07.26

Health and safety law poster is displayed on;	Health & Safety Poster displayed in the tack room Health and Safety Leaflet distributed and available for all staff
First-aid box is located:	Top drawer of unit in tack room
Accident book is located:	Top drawer of unit in tack room

Risk Assessment

Accidents and ill health at work reported under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) http://www.hse.gov.uk/riddor

Company name: HERD THYME **Date of risk assessment**: DATE 09/07/2026

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
YARD BASED	**STABLE AND TACK ROOM**					
Slips and trips	Staff, visitors and students may be injured if they trip over objects or slip on spillages.	General good housekeeping is carried out. All areas well lit. No trailing leads or cables. Staff to keep work areas clear	Monitor if workplace changes			
Manual handling of deliveries, hay, straw, feed.	Staff and students risk injuries or back pain from handling heavy/bulky items eg feed deliveries	Seek support for moving large and/or heavy items	Remind staff that they should not try to lift objects that are bulky or are too heavy to handle			
Working at Height - putting away stock	Staff and students risk injuries or back pain from putting away stock eg hay, straw	High locations for light objects only. Seek support and use appropriate steps when putting items away	Monitor			
Stress	All staff could be affected by factors such as lack of job control, over whelming situations, not knowing their role etc	Staff understand what their duties and responsibilities are	Ensure staff are aware of support that is available			
Gas Stove	Staff, visitors and students may incur burns from the gas stove or scalding from hot water	Staff understand what their duties and responsibilities are	Monitor			
Woodburner in stable room	Staff, visitors and student may incur burns from the woodburner or inhale smoke if not burning efficiently	Woodburner is guarded by fire guard Adequate air flow is monitored when room is in use	Monitor			
Lone Working	Staff could suffer injury or ill health while working alone	Staff to check in when leaving site and advise when arrived home	Limit the amount of lone working whenever possible			
FIELD/YARD BASED	**WORKING WITH HORSES**					
Electric Fencing	Staff and students by touching fence whilst switched on	Signs displayed on fencing. Induction to yard and facilities in first meeting. Advise when fence live or switched off	No			
Steps and Uneven Surfaces	Staff and students, falling down steps, slipping or tripping on uneven surfaces	Advise staff, visitors and students to take care on site	No			

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
Equines	Staff and students, potential for biting, kicking, pushing, treading on feet	Handlers with students at all times Induction and introduction given to all new staff, students and visitors. Equines well trained and regularly assessed for various activities Enclosed areas for activities and limited number of people involved in each activity	Review equines if their behaviour changes in a negative way (possible illness etc)			
Stable Yard equipment and Tools	Staff and students, injury from misuse of tools	Induction to yard and facilities. Staff to check equipment before use. Stop activity immediately if a danger is identified Equipment will only be handled after explanation and guidance on safe use. Equipment is kept clean, well maintained and stored. Staff to supervise activities at all times	No			
Crossing farm track to other areas of the farm	Staff, students and visitors	Staff to accompany students as they are crossing a lane which is also a public footpath to ensure safety from farm vehicles	No			
Public footpath runs the through farm	Staff, students, visitors and members of the public	Staff to accompany students at all times. Awareness of other users on the track if walking to forest or using horse and cart, walking or leading horses.	No			
Muck Heap	Staff and students, infectious diseases	Students advised of hygiene and hand washing. Muck heap is on the yard, but kept small and removed regularly	No			
Allergies	Staff and students, allergic reaction to hay dust, animal hair, pollen etc	Health issues should be disclosed at induction or in prior discussions. Discretion by member of staff regarding person remaining on site if allergy is severe or restrictive. Proprietor is First Aid Trained	No			
Hazardous Substances	Staff and students, handling or ingesting hazardous products	No chemicals are used on site, natural wormers and other products to be out of reach of students	No			
Slurry Pit and Farm areas	Staff, students and visitors	There are areas of the farm not used by Herd Thyme, but there is signage around the slurry pit to prevent access. Students to be advised of non-accessible areas and accompanied at all times.	No			
Fire pit used outside	Staff and students, injury from fire, falls and smoke inhalation	Staff to accompany students at all times Fire Safety advice First Aid Trained Staff	No			
What are the hazards?	**Who might be harmed and how?**	**What are you already doing?**	**Do you need to do anything else to control this risk?**	**Action by who?**	**Action by when?**	**Done**
Fire (emergency)	Staff and students, injury from fire, falls and smoke inhalation	Fire Assembly Point sign displayed. Induction covers fire evacuation. No smoking allowed on site.	No			

ACTIVITIES	**WORKING WITH HORSES**					
Putting on headcollar Grooming Providing hay and water	Staff, Student and horses Trodden on, squashed against stable, bitten, kicked. Possible allergy reactions Incorrect equipment used on horses could cause damage or irritation	Safety Information Staying safe around horses One to one supervision where possible Suitable medication/First Aid intervention (or prior use of inhalers/anti-histamines)	Ongoing repetition of safety instructions during sessions	Facilitators	Ongoing	
Hoof Cleaning and picking out feet	Staff, Student and horses. Potential for staff or student to be stood on, fingers stamped on. Horse to be bruised or hoof damaged if not cared for gently	Teaching awareness and proper use of equipment.	Repetition of safety instructions	Facilitators	Ongoing	
Leading Horse	Staff, Student and horses Horse moving suddenly, knocking into student/staff, treading on feet, being knocked over or trampled	Safety information Staying safe around horses One to one supervision where possible Teaching rope skills (eg smiley-rope), boundary between leader and horse Teaching controlled movement of horse and techniques for leading Teach safety technique of letting go if unsure of situation or flagging with staff member before issue arises if possible	Ongoing repetition of safety instructions during sessions	Facilitators	Ongoing	
Bare Back Riding	Staff, students and horses Horse moving suddenly, student falling off	Safety Information Staying safe around horses Teaching controlled movement of horse and techniques for riding Side walkers				
Horse and Cart/Carriage driving	Staff, Student, horses and public Student falling from carriage, horse/cart knocking into walkers on public footpath, staff being knocked over	Safety Information Staying safe around horses Teaching controlled movement of horse and techniques for driving Appropriate supervision Side walker				
What are the hazards?	**Who might be harmed and how?**	**What are you already doing?**	**Do you need to do anything else to control this risk?**	**Action by who?**	**Action by when?**	**Done**
Keeping safe distance from other horses	Staff, students and horses, on yard and in field, potential for kicking, biting, being knocked over	Teaching spatial awareness for horse and student Safety release knots if tied up on yard Herd dynamics	Ongoing repetition of safety instructions during sessions	Facilitators	Ongoing	
Obstacle Awareness	Staff, Student and horses. Moving barrels, cones, poles etc, student using obstacles inappropriately	Teaching awareness and proper use of equipment to construct obstacle courses. Facilitator awareness training.	Monitoring ongoing use of equipment	Facilitators	Ongoing	
ACTIVITIES/FIELD BASED	**HORTICULTURE/GARDENING/ BUSHCRAFT**					

Vegetable growing, conservation tree planting and harvesting	Staff and students Using garden tools such as forks, hoes, spades and trowels	Safety instructions on usage of garden equipment	Monitor			
Spoon Carving and shelter building	Staff and students Using saws and knives to cut branches and carve wooden items	Safety instructions on usage of sharp tools	Monitor			

APPENDIX 1

Confirmation of Compliance – Herd Thyme Staff Behaviour Policy (Code of Conduct)

I hereby confirm that I have read, understood and agree to comply with the above policy.

Name ……..

Position Held ……..

Signed ……..

Date ……

Once completed, signed and dated, please return this form to the Proprietor for holding on file.