

Infection Control and Health and Safety Policy

Policy Management	
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Date of Last Review: <i>November 2025</i>	
Date of Next Review: <i>November 2026</i>	
Responsibility: <i>Manager, Bee-Able CIC</i>	Name: <i>Sharon Senior</i>
Signed:	Date:

1. Purpose

To protect service users, staff, and visitors by maintaining high standards of hygiene, cleanliness, and safety in all settings.

2. Scope

Applies to all staff, volunteers, visitors, and service users across every activity or location operated by the organisation.

3. Key Principals

We will:

- ☒ Maintain safe and clean environments
- ☒ Promote good hand hygiene and infection prevention
- ☒ Follow public health and local authority guidance
- ☒ Report and manage incidents promptly

4. Hygiene and Cleaning

- Regular cleaning schedules are maintained for all shared areas and equipment.
- Handwashing facilities and sanitiser are available at all times.



- Waste is disposed of safely and appropriately.
- Where PPE is required (e.g., for personal care prompts or first aid), staff are trained in correct use.

5. Illness and Exclusion

- Staff or service users showing symptoms of infectious illness (e.g. diarrhoea, vomiting, COVID-19, flu) must not attend sessions until symptom-free for 48 hours.
- Any outbreaks are reported to local Public Health teams.

6. Risk Assessments

- Individual and environmental risk assessments are reviewed regularly.
- Additional measures are introduced when required for specific service users (e.g. immunocompromised individuals).

7. Training

All staff receive infection prevention and control (IPC) and health and safety training on induction and at regular intervals.

8. Reporting

All accidents, incidents, or near misses are logged and reviewed by management to identify improvements.

9. Monitoring and Review

We will review our practices regularly and this policy every year to make sure it stays relevant and effective.