BINA PATHWAYS

Health and safety

BP-PUB-08-20261106-v1 | Owner: Directors and the hirer's site lead | Review by 6 November 2027 or earlier on material change

Shared responsibilities

The hirer manages site risks, service staffing, equipment, plans, induction and daily supervision. Bina checks suitability and that safe assignment arrangements exist. Neither party assumes its duties disappear because the other has a policy or training certificate.

Before work

The assignment safety card records hazards, emergency contacts, fire and first aid arrangements, infection controls, moving equipment, PPE, breaks and foreseeable violence, lone work or transport. Required PPE and employer-funded safety training are not unlawfully charged to workers. No worker is instructed beyond assessed competence.

Safe practice

Use current risk assessments, infection precautions and authorised equipment. Do not improvise moving techniques or reduce required two-person support. Stop dangerous work, seek help and arrange a safe handover where possible. Workers need not remain in serious and imminent danger.

Lone work and transport

Lone work needs a recorded check-in frequency, response deadline, available duty contact and backup. Missed contact triggers immediate attempts and a risk-based welfare response. Driving needs verified licence, vehicle, appropriate insurance, passenger support and authorisation. Do not assume ordinary business-use insurance covers every journey.

Incident response

Obtain emergency or clinical help before paperwork, notify host and Bina and preserve factual evidence. A director identifies the responsible person for any RIDDOR assessment and records advice and reporting decisions. Reassess the placement after injury, exposure or violence and track preventive action.

Related controlled procedures: Staff handbook sections 7 to 9 and 20; Assignment safety card. Use Operational Action Guide BP-ACT-2026-11-06-v1 for the responsible person, action, deadline, escalation and record. Accessible copies: admin@binapathways.co.uk or 07337 541218.