



Michelle Jean Counselling
Health and Safety Policy
Date: February 2026

1. Introduction

Michelle Jean Counselling is committed to ensuring the health, safety, and welfare of all clients to their premises. This policy outlines the measures I will take to safeguard everyone from accidents, injuries, and health hazards.

2. Scope

This policy applies to all clients who enter the premises of Michelle Jean Counselling.

3. Responsibilities

- Business Owner/Management:
Responsible for ensuring the implementation of this policy, providing a safe environment, and complying with all relevant health and safety regulations.
- Clients:
Expected to comply with health and safety measures while on the premises.

4. Health and Safety Objectives

Objectives are to:

- Prevent accidents.
- Ensure a safe and healthy environment.
- Regularly review and improve health and safety practices.

5. General Safety Measures

- Risk Assessments:
Regular assessments will be carried out to identify and mitigate risks.
- First Aid:
A first aid kit is available on-site.
- Hygiene:
Maintain cleanliness and hygiene

6. Client Safety

- Property Maintenance:
Regular checks will be made to ensure the property is maintained such as parking area, pathways to the counselling room and on entering the counselling room.
- Emergency Procedures:
Clear procedures are in place in case of an emergency, and clients will be informed of evacuation routes.
- Parking and Access:
Ensure that parking areas and walkways are safe, well-lit, and free from obstacles to prevent accidents.

7. COVID-19 and Infectious Diseases (if applicable)

- Inform clients of any symptoms and isolation requirements.

8. Review of Policy

This policy will be reviewed annually or after any significant changes to the premises or business operations.

Signed:

Michelle Cage

Michelle Jean Counselling

05/09/24