HEALTH, SAFETY AND ENVIRONMENTAL POLICY

STATEMENT

- CT Skills believes that protection of the environment is an integral part of good business practice and has a duty to conduct its operations with due regard for environmental impacts. CT Skills is committed to maintaining and, where possible, improving environmental performance through continual improvement of its management system. In addition, to advise and support others to share the CT Skills' commitment through relevant best practice and communication, to make a positive contribution to the environment.
- CT Skills recognises that climate change presents both environmental impacts and business risks and opportunities. The organisation will consider climate change factors, where relevant, within its environmental management system, strategic planning, operational activities and environmental objectives.
- CT Skills is committed to safeguarding the health, safety, and welfare of all employees and of all other persons affected by its operations. To this end, the CT Skills management system promotes a proactive approach to identifying and reducing risks to facilitate a safe working environment for all its employees and those working under its control.
- Senior leadership is committed to providing the resources necessary to achieve the objectives of the health, safety and environmental management system and to promoting consultation and participation of workers in matters affecting health, safety and environmental performance.
- CT Skills is committed to reducing its environmental footprint through efficient use of energy, water and materials, minimising waste, and considering environmental impacts when procuring goods and services.
- Some CT Skills service users may be from particularly vulnerable groups, and operations are accordingly conducted in the specific context of emphasis on all learners being entitled to a safe, healthy, and supportive learning environment.
- CT Skills seeks to make the most effective and efficient use of all resources to encourage all employers, learners, contractors, and wider stakeholders to embrace an HS&E culture based on continual improvement in both management and performance. As part of this commitment, and aspirations to optimum standards of governance, CT Skills places HS&E considerations at the heart of all its business activities.
- CT Skills will review this Policy at least annually, ensuring that it reflects both the HS&E intentions and the overall direction of the organisation, and continues to be appropriate to the nature and scale of its HS&E risks and impacts.

HEALTH & SAFETY FOR APPRENTICESHIPS

CT Skills has a statutory duty for the health and safety of apprentices in the workplace where they are 'in Contract' with CT Skills. CT Skills will ensure that:

- All employers complete a health and safety review before any learner starts an apprenticeship with CT Skills.
- Where health and safety issues are identified, appropriate actions will be agreed and implemented before the apprenticeship commences.
- Employers are aware of the requirement to inform CT Skills of any learner incident/accident relating to health & safety.
- Assessors are aware of how to raise any concerns identified while visiting or supporting apprentices.
- All apprenticeship arrangements will be reviewed where concerns relating to learner health and safety are identified.

This Policy furthermore provides the framework for setting HS&E objectives and will be available to all interested parties. CT Skills holds and will maintain certification to ISO 45001 and ISO 14001

AIMS

CT Skills will:

- Meet all applicable legal, regulatory and other compliance obligations relating to health, safety and environmental management.
- Continually improve the effectiveness of the health, safety and environmental management system.
- Eliminate hazards and reduce occupational health and safety risks through effective identification, assessment and implementation of suitable control measures.
- Develop management processes to ensure that HS&E factors are considered during planning and implementation.
- Consult with and encourage participation from employees and other relevant interested parties in identifying hazards, assessing risks, and improving HS&E performance.
- Engage with learners, employees, contractors, subcontractors, and wider stakeholders to further reduce HS&E risks and impacts associated with working for, with, or on behalf of CT Skills.
- Consult and involve employees and other relevant workers in the identification of hazards, assessment of risks, development of controls and continual improvement of health and safety performance.
- Reduce resource consumption and prevent pollution to air, ground, and water.
- Protect the environment, including prevention of pollution and the sustainable use of resources.
- Monitor performance against HS&E objectives through audits, inspections, incident investigations, management reviews and reporting.
- Work with subcontractors to ensure that partners delivering CTS contracts are aware of our requirements and that they review and adopt environmental best practice appropriate to their organisation during delivery.
- Ensure that exercising due diligence in respect of HS&E responsibility is a condition of employment.
- Maintain a commitment to train all staff in health, safety and environmental awareness.

RESPONSIBILITY

Managers are responsible for implementing this policy within their areas of control. Employees are responsible for following safe systems of work, complying with HS&E procedures and reporting hazards, incidents and near misses. Overall responsibility for the effective implementation of this policy lies with the Chief Executive Officer, supported by Directors and Heads of Operations.

Authorised:  **Alex Ford (Chief Executive Officer).**

Date: 01.08.2026

This Policy applies to all contracts.

The policies below should be read in conjunction with this policy.

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