



Health and Safety Policy

Effective Date: 21st March 2024

Revision Due Date: 20th March 2025

Headings

1. Introduction

MCFM Global Academy is committed to ensuring the health, safety, and well-being of all individuals involved in our educational programs, including members of our advisory board, subject matter experts, learners, and management team.

This Health and Safety Policy outlines our commitment to creating and maintaining a safe and healthy environment conducive to teaching, learning, collaboration, and professional development.

2. Policy Statement

MCFM Global Academy is dedicated to:

- a) Providing a safe and healthy environment for all individuals participating in our educational programs, both online and offline.
- b) Compliance with all relevant health and safety laws, regulations, and standards applicable to our operations and activities.
- c) Identifying, assessing, and managing risks to health and safety in our facilities, campuses, and virtual learning environments.
- d) Promoting a culture of safety awareness, accountability, and continuous improvement throughout our organisation.
- e) Ensuring that all members of our community have access to the resources, training, and support necessary to prioritise health and safety in their roles and responsibilities.



3. Responsibilities

- a) **Advisory Board:** Members of our advisory board play a crucial role in providing strategic guidance and oversight on health and safety matters. They are responsible for advocating for best practices, reviewing policies and procedures, and promoting a culture of safety excellence within the organisation.
- b) **Subject Matter Experts:** Subject matter experts are responsible for contributing to the development and delivery of educational content in a safe and responsible manner. They must adhere to health and safety guidelines and ensure that instructional materials and activities are conducted in a manner that minimises risk to learners and participants.
- c) **Learners:** Learners are responsible for following health and safety protocols and guidelines outlined by the academy. They must report any hazards, incidents, or concerns related to health and safety promptly and participate in relevant training and awareness programs to promote a safe learning environment.
- d) **Management Team:** The management team is responsible for establishing and maintaining health and safety policies, procedures, and protocols that align with legal requirements and industry best practices. They must allocate resources, provide leadership, and foster a culture of safety throughout the organisation.

4. Risk Management

- a) MCFM Global Academy will conduct regular risk assessments to identify and evaluate potential hazards and risks to health and safety in our facilities, campuses, and virtual learning environments.
- b) Control measures will be implemented to mitigate identified risks, including the provision of personal protective equipment, engineering controls, administrative controls, and safe work practices.



5. Education and Training

- a) We will provide education and training programs to all members of our community to enhance their knowledge and skills in health and safety management. Training topics may include emergency response procedures, hazard identification, ergonomics, and workplace safety.

6. Communication and Collaboration

- a) Open communication and collaboration are essential for promoting a safe and healthy environment. We encourage all members of our community to actively participate in health and safety initiatives, share concerns, and contribute to the development of solutions that enhance safety outcomes.

7. Compliance and Monitoring

- a) MCFM Global Academy will monitor compliance with health and safety policies and procedures through regular audits, inspections, and reviews. Non-compliance with health and safety guidelines will be addressed through appropriate corrective actions and disciplinary measures if necessary.

8. Continuous Improvement

- a) We are committed to continuously improving our health and safety performance through ongoing evaluation, feedback, and review processes. We will strive to identify opportunities for enhancement and implement best practices to further strengthen our health and safety culture.

MCFM Global Academy is dedicated to fostering a culture of safety, health, and well-being for all members of our community. By adhering to the principles and commitments outlined in this Health and Safety Policy, we affirm our commitment to the highest standards of safety excellence and the protection of human life and dignity.

Maxcene Crowe

CEO and Founder