

Enso Martial Arts aims to provide and maintain safe and healthy working conditions, equipment and systems of work for all members of the community and to provide such information, training and supervision as is required for this purpose.

This policy will be kept up to date to ensure responsibilities are met in relation to Health & Safety at Work Act (1974), Management Regulations (1999) and other relevant current legislation.

Staff

All staff must take reasonable responsibility to ensure the health and safety of all members of Enso Martial Arts. This includes:

Facilities & Equipment – Ensuring all facilities and equipment are safe and in good working order before each class commences, that all equipment is stored in order to minimise risk and all damage or poor conditions reported.

A risk assessment document must be completed when entering a new venue, or annually for ongoing bookings. The completed document should be emailed to the Operations Manager.

Accidents & First Aid – Staff must undertake regular first aid training, administer emergency first aid treatment when required, provide access to a first aid box and seek further medical support if needed. They must keep accurate records via the accident/incident form or head injury form. These forms must be sent to the Operations Manager via email when complete. They will be stored in our locked, online cloud folder.

Supporting Students with Medical Conditions

It is important that all students with medical conditions can access and enjoy the same opportunities as any other student and be able to achieve their full potential. The following procedures are in place to support students with medical conditions:

- All parents and guardians are required to give information regarding any medical conditions that their child has when they enrol. They must also update Enso Martial Arts if the health of their child changes in any way that may affect their participation in lessons or the ability of staff to care for their child.
- Arrangements relating to the accessibility and administration of medications will be agreed in writing between Enso Martial Arts and the parents or guardians before the student starts lessons.
- Parents and guardians must ensure that any medication that their child takes to help them with a particular condition it is available to them during lessons if applicable.
- Enso Martial Arts will share appropriate information with other members of staff and ensure training is up to date.

Risks

Martial arts training carries inherent risks due to its physical nature. Common risks include slips, trips and falls; sprains and strains; impact injuries (such as bruises or fractures); and overexertion.

To mitigate these risks, all training areas and our rubber floor mats and other equipment is regularly inspected and maintained to ensure clean, dry and unobstructed surfaces.

Instructors are trained in safe teaching practices and closely supervise all activities, ensuring that techniques are taught progressively and appropriate to the skill level of the students.

Warm-ups and cool-downs are conducted to prepare the body for exercise and aid recovery. First aid kits are readily available on-site, and all instructors are certified in first aid and CPR. Additionally, students are encouraged to report any injuries or unsafe conditions immediately so that prompt action can be taken.

Fire Safety

It is the responsibility of Enso Martial Arts to ensure that all premises they use meet the requirements of fire safety law.

All students and staff must be familiar with the fire action procedure, location of fire alarms and fire exits.

Evacuation Procedure

- In the event of discovery of a fire, activate the fire alarm
- The senior instructor should evacuate all pupils via the closest fire exit to the designated assembly point and conduct the register.
- Any missing students, parents/ guardians or staff must be reported to the fire officers.
- The assistant instructor should contact the fire service.
- All belongings should be left behind.
- No one should re-enter the building until informed to do so by fire officers.

Contact Details

If you have any concerns about health and safety please contact:

Operations Manager / Health & Safety Officer

Nicky Woodward
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0800 688 9963

We are committed to reviewing our policies regularly.
This policy was last reviewed on: **12/06/2025**

Signed: