



**OUTSIDE THE BOX
EDUCATION**

Health & Safety Policy

Organisation: Outside the Box Holistic Education & Consultancy

Operating Region: Cornwall & beyond

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1. Policy Statement & Philosophy

Outside the Box (“OTB”) strives to offer learning that goes beyond conventional methods — engaging students through outdoor, experiential, and holistic approaches, including waterbased work, forestry, cooking, wellbeing, and other enrichment activities.

We recognise that working outdoors in dynamic environments carries inherent risks. We accept our legal and moral duty to manage, mitigate, and monitor those risks in a way that supports learners to flourish safely.

We are committed to fostering a culture of safety and resilience, embedding health, safety, and wellbeing as integral parts of all programmes, ensuring every participant feels valued and safe, and continuously improving our practices.

2. Scope & Application

This policy applies to all aspects of Outside the Box’s work, including sea-based activities, forest learning, cooking, residential programmes, and enrichment or therapeutic sessions. It covers all staff, students, contractors, partners, and visitors involved in or affected by our programmes.

3. Core Principles & Commitments

- Risk Awareness & Proportional Control – We identify and manage hazards through written and dynamic risk assessments.
- Empowering Through Information & Training – Everyone receives appropriate briefing, instruction, and training.
- Inclusive Safety & Wellbeing – We plan proactively to meet individual needs and ensure inclusion.
- Incident Learning & Continuous Improvement – All incidents are recorded and used to improve practice.
- Shared Responsibility & Culture of Reporting – Safety is everyone’s responsibility, and open reporting is encouraged.
- Compliance & Best Practice – We follow relevant legislation and outdoor education guidance.

4. Responsibilities

4.1 Leadership / Management Team

The leadership team holds overall responsibility for implementing this policy, maintaining risk assessments, ensuring competence, reviewing incidents, and monitoring contractor safety.

4.2 Programme / Activity Leads & Staff

Staff are responsible for safe delivery, supervising students, using PPE correctly, conducting dynamic risk checks, and maintaining relevant training and qualifications.

4.3 Students & Participants

Students must follow instructions, use equipment safely, behave responsibly, and share any health or wellbeing information.

4.4 Parents / Carers / Referrers

Parents and carers provide accurate health information, share relevant needs, and support OTB’s safety expectations.

5. Activity-Specific Safety Approach

Outside the Box delivers a wide range of outdoor and experiential activities, including sea-based sessions, forest and land-based learning, fire and cooking, and community projects. Each of these environments presents its own unique risks, which are managed through thorough planning, site checks, and dynamic risk assessments carried out before and during every session. All activities are led by trained and competent staff who ensure that students are properly briefed, equipped, and supervised at all times. Safety measures are proportionate to the level of risk and designed to encourage learning through safe, supported challenge. This includes adapting activities to meet individual needs, responding to changing weather or environmental conditions, and maintaining clear emergency and communication procedures. Our goal is to

create engaging, hands-on experiences where students can develop confidence, independence, and resilience within a safe and supportive framework.

6. Training, Competency & Induction

All staff receive induction and ongoing training covering first aid, safeguarding, outdoor qualifications, and risk assessment. Each group includes at least one qualified outdoor first aider, and staff competence is reviewed regularly.

7. Incident Reporting, Investigation & Learning

All accidents, incidents, and near-misses must be reported promptly. Management investigates each event, identifies causes, and takes corrective action to prevent recurrence.

8. Monitoring & Policy Review

This policy and associated risk assessments are reviewed annually or sooner if necessary. Site audits and safety reviews are routinely conducted, and feedback from staff, students.

9. Wellbeing, Inclusion & Safeguarding

Outside the Box recognises that emotional safety is as vital as physical safety. We embed trauma-informed, person-centred practice, uphold safeguarding standards, support staff wellbeing, and ensure programmes are inclusive and adaptive.