

Sutton Housing Partnership Limited

Lifting and Manual Handling Policy

Company Registration Number: 05589014

OUR VISION

“By listening to and involving our residents and others, Sutton Housing Partnership will create and maintain **neighbourhoods where people feel at home**”



Lifting and Manual Handling Policy

Policy statement	Sutton Housing Partnership recognises that work related musculoskeletal injuries from manual handling can affect all staff. SHP will take all reasonable steps to reduce and will have the aim of eliminating, these injuries and will make diligent attempts to avoid putting staff and residents at risk.
Objectives	The objective of the policy is to ensure that Sutton Housing Partnership adopts a consistent, fair and transparent approach in the way it deals with Manual Handling.
Scope	<p>This document explains how Sutton Housing Partnership will manage manual handling within sheltered housing.</p> <p>This policy will also highlight the responsibility of both Sutton Housing Partnership to staff and residents. Along with the responsibilities staff.</p>
Definitions	Sutton Housing Partnership has defined Manual Handling as the moving and/or handling of people or other items.
Sutton Housing Partnership's responsibility to staff and residents	<p>Sutton Housing Partnership will provide all sheltered housing officers with suitable information and training. All training is recorded, monitored and reviewed.</p> <p>All incidences which result in musculoskeletal injury to staff or residents are fully investigated and risk assessments are reviewed in light of such incidences. Risk assessments are completed upon commencement of employment.</p> <p>Sutton Housing Partnership holds a 'No Lifting' policy within sheltered housing to reduce the risk of injury to both residents and staff.</p>
Responsibility of staff	<p>Sutton Housing Partnership requires full co-operation from staff in reducing and eliminating risks from manual handling.</p> <p>Although staff undertake training within manual handling this is to enable staff to assist residents who have fallen as opposed to lifting them.</p> <p>Staff are made aware of the 'no lifting' policy within sheltered housing.</p>

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Equality and Diversity	This policy and associated procedures will apply to all. SHP is committed to promoting equality of opportunity and to eliminating unlawful discrimination on the grounds of race, age, disability, gender, sexual orientation, religion, belief, class, financial status and any other difference that can lead to discrimination or unfair treatment.
Related Documents	The following documents are available to support this Policy: <ul style="list-style-type: none">• First Aid & Dealing with Emergency situations Policy• Sutton Housing Partnership Health & Safety Policy• Sheltered Housing Procedure Guide