

Mae Coleg Cambria wedi ymrwymo i gyflawni, cyn belled â bo'n ymarferol yn rhesymol, y safonau gorau o iechyd, diogelwch a lles ar gyfer pob gweithiwr, dysgwr a phobl eraill y gallai gweithgareddau'r Coleg effeithio arnynt. Yn ogystal â chydymffurfio'n gaeth â deddfwriaeth iechyd a diogelwch, bydd y Coleg yn hybu safonau ardderchog o ran rheoli iechyd, diogelwch a lles a bydd yn ymdrechu i sicrhau gwelliant parhaus o ran perfformiad iechyd, diogelwch a lles. Gweithgareddau cefnogi i sicrhau lles staff a diogelu dysgwyr.

Bydd y Coleg yn sicrhau bod gweithwyr a dysgwyr yn gweithio mewn amgylchedd diogel, iach a chefnogol a bydd yn gweithredu system rheoli iechyd, diogelwch a lles sy'n integredig, â strwythur ac wedi'i dogfennu . Bydd hyn yn cynnwys:

1. Sicrhau bod pob system waith a risgiau'n cael eu hasesu, bod mesurau rheoli addas yn cael eu nodi a'u cyflwyno, a chynhelir adolygiadau rheolaidd i fesur perfformiad a sicrhau cydymffurfiaid â safonau'r Coleg a safonau deddfwriaethol. Gweithgareddau cefnogi i sicrhau lles staff a diogelu dysgwyr.
2. Darparu'r wybodaeth, cyfarwyddyd, hyfforddiant a goruchwyliaeth ofynnol i sicrhau bod pob gweithiwr yn cael eu hyfforddi'n ddigonol ac yn gyfrifol am eu maes rheolaeth am arferion gwaith diogel ac amgylchedd gwaith diogel mewn cydymffurfiaid â gofynion cyfreithiol a safonau'r Coleg.
3. Sicrhau bod yr holl offer a chyfarpar yn addas ar gyfer gweithrediad diogel a bod Cyfarpar Diogelu Personol ar gael ac yn cael ei ddefnyddio, lle nodwyd bod hyn yn fesur rheoli.
4. Darparu, fel bo angen, mynedfeydd ac allanfeydd diogel i holl adeiladu'r Coleg a darparu cyfleusterau lles addas a digonol ar gyfer pob gweithiwr, dysgwr, contractwr ac ymwelydd sy'n ystyried anghenion unigol.
5. Sefydlu a chynnal gweithdrefnau argyfwng ar gyfer holl adeiladau'r Coleg, gan sicrhau bod y gweithdrefnau'n ddigonol ac yn adnabyddus.
6. Sicrhau bod trefniadau monitro effeithiol, ar ffurf archwiliadau, arolygon, adolygiadau, adroddiadau, dadansoddiadau tuedd ar waith i fonitro a mesur safonau iechyd a diogelwch i gadarnhau bod safonau cyfreithiol yn cael eu bodloni a, lle bo hynny'n bosibl, ceisio gwella ar y safonau hynny.
7. Ymateb yn effeithiol i ddamweiniau, digwyddiadau a damweiniau agos, ac ymchwilio iddynt, i bennu achosion sylfaenol a chymryd camau rhesymol i atal ailddigwydd.
8. Sicrhau bod cofnodion cywir a'r holl ddogfennaeth ofynnol mewn lle i fodloni gofynion cyfreithiol a gofynion y Coleg.
9. Ymgynghori yn rheolaidd, gan gynnwys gweithwyr, dysgwyr ac undebau, a chyfathrebu â nhw, ynglŷn â materion iechyd a Diogelwch.
10. Annog pob gweithiwr, dysgwr, contractwr ac ymwelydd i gyfrannu tuag at ddatblygu diwylliant diogelwch positif trwy ddyllanwadu ar ymddygiad a chefnogi dull rhagweithiol o ymdrin ag iechyd a diogelwch.
11. Cynnal a chefnogi Pwyllgor Iechyd a Diogelwch effeithiol a phrosesau eraill i ganiatáu ac annog ymgynghori llawn ac effeithiol ar bob agwedd ar iechyd, diogelwch a lles.
12. Darparu adnoddau digonol i gyflawni'r uchod.

Bydd y trefniadau iechyd a diogelwch yn y Coleg yn cael eu hadolygu bob blwyddyn i adlewyrchu unrhyw newidiadau o ran polisi, amcanion, amgylchiadau neu arferion gwaith.



# Health & Safety Policy Statement

Coleg Cambria is committed to achieving, so far as is reasonably practicable, the best standards of health, safety and wellbeing for all employees, learners and others who may be affected by the activities of the College. In addition to complying strictly with health and safety legislation, the College will promote excellent standards of health, safety and wellbeing management and strive for continuous improvement in health, safety and wellbeing performance.

The College will ensure that employees and learners work in a safe, healthy and supportive environment and will operate an integrated, structured and documented system of health, safety and wellbeing management. This will include:

1. Ensuring that all systems of work and risks are assessed, suitable control measures identified and introduced, and regular reviews conducted to measure performance and ensure compliance with legislative and College standards. Support activities to ensure staff wellbeing and the safeguarding of learners.
2. Providing the necessary information, instruction, training and supervision to ensure that all employees are adequately trained and made responsible in their area of control for safe working practices and for a safe working environment in compliance with legal requirements and College standards.
3. Ensuring that all plant and equipment are suitable for safe operation and appropriate Personal Protective Equipment is available and used, where this has been identified as a control measure.
4. Providing, as necessary, safe access and egress to all College premises and provide suitable and sufficient welfare facilities for all employees, learners, contractors and visitors which take account of individual needs.
5. Establishing and maintain emergency procedures for all College premises, ensuring that the procedures are sufficient and well known.
6. Ensuring that effective monitoring arrangements, in the form of audits, inspections, reviews, reports, trend analysis are in place to monitor and measure health & safety standards to confirm legal standards are met and wherever possible seek to improve on those standards.
7. Effective response to, and investigation of accidents, incidents and near misses, to establish root causes and take reasonable actions to prevent re-occurrence.
8. Ensuring accurate records and all necessary documentation is in place to meet legal and College requirements.
9. Regularly consulting, involving and communicating with employees, learners and unions in Health and Safety matters.
10. Encouraging all employees, learners, contractors and visitors to contribute towards the development of a positive safety culture by influencing behaviour and supporting a pro-active attitude towards health & safety.
11. Maintaining and supporting an effective Health & Safety Committee and other processes to allow and encourage full and effective consultation on all aspects of health, safety & wellbeing.
12. Providing adequate resources to achieve the above.

The health and safety arrangements within the College will be reviewed annually to reflect any changes in policy, objectives, circumstances or working practices.