

Location					
Date		Start Time		Finish Time	
Contract/Project Name				Contract Number	
Briefing Given By				Job Title	

Safe Start 2021

Return to Work Following the Christmas Break

Last year, your efforts helped reduce accident levels towards our Never Harm goal. The return-to-work period following the Christmas break, however, often coincides with an increase in accidents. We hope you all enjoyed the Christmas break, but we now need you to re-focus on health and safety as you return to work in 2021.

Historically January has an increase in accidents on returning to work after break. Why do accidents occur at this time of year?

- Darker, colder, shorter days affect the working conditions
- It takes people time to get back into good safety habits
- We start work without everything available or with the correct things in place ▪ New people may have started at this time of year
- Supervisors and Managers are less visible on site catching up with paperwork or emails after the Christmas break
- We forget the rules or have become unfamiliar with the hazards around us

It is important that we understand what can go wrong and put controls in place to prevent accidents occurring in the first place. We need your help to tackle these issues and ensure we get off to a safe start in 2021 and target zero accidents every day.

Before you return to work, remember the following:

- **Re-assess -Think back to last year** – What problems occurred, how did you overcome them and how can this help improve our performance?
- **Point of work risk assessment** - Carry out and record a point of work risk assessment, check for hazards and remind yourselves of the correct controls.
- **Check your competence** – Make sure your training is up to date and remind yourself of the correct techniques.
- **Familiarise yourself with the equipment** Remind yourself of the controls, check the safety features and ensure it has been properly maintained.
- **Familiarise yourself with the working environment** – Be aware of hazards that present themselves at this time of year e.g. icy conditions or poor lighting and does this affect how you will go about your work?
- **Follow the rules** – Remind yourself of the rules, check requirements and remember what to do in an emergency.

Get Involved

- Ask - If you are in doubt about anything, ask your supervisor
- Report – Report all potential accidents or unsafe conditions
- Challenge - Challenge all unsafe behaviour or practices
- Stop – If you think anything is unsafe, stop and warn others around you.





Revision: C01 **Document Number: HCPL- SAFE START 2021** Page 4 of 5

Status: A1 Security classification: Internal

Name (Block Capitals)	Works Number	Company	Job Title	Signature	Date