Inner Compass
THERAPEUTIC SERVICES LTD

HEALTH AND SAFETY POLICY

APRIL 2026

SAM LEWIS, MA
INNER COMPASS THERAPEUTIC SERVICES LTD

Statement of Intent
Inner Compass Therapeutic Services Ltd, and Associate Therapists are committed to ensuring that business activities do not put clients, professionals, contractors, or members of the public at risk. Although Inner Compass Therapeutic Services do not employ staff, we work with self-employed associate therapists who deliver services independently. This policy outlines the steps taken to promote safe, ethical, and responsible practice.

Scope of This Policy
This policy applies to:

- The therapeutic practice by employed therapists of the limited company.
- The referral or subcontracting of clients to self-employed associate therapists
- Any administrative or organisational activities carried out by Inner Compass Therapeutic Services Ltd.

It does not apply to the working environments of associate therapists, as they are responsible for their own health and safety arrangements.

Responsibilities
As a limited company, Inner Compass Therapeutic Services Ltd will:

- Ensure that all associate therapists are appropriately qualified, insured, and competent.
- Provide clear information about referrals, client needs, and any known risks.
- Maintain my own professional indemnity and public liability insurance.
- Ensure that business practices comply with relevant UK health and safety legislation.
- Review this policy annually or after any significant change.

Responsibilities of Associate Therapists
Each associate therapist is responsible for:

- Managing their own health and safety in their chosen working environment.
- Conducting their own risk assessments.
- Maintaining appropriate professional insurance.
- Ensuring their practice complies with relevant professional, ethical, and legal standards.
- Informing me promptly of any incidents, concerns, or safeguarding issues relating to referred clients.

Risk Management
Inner Compass Therapeutic Services take reasonable steps to identify and manage risks associated with:

- Client referrals
- Lone working (for the therapist employed by the limited company)
- Online or remote therapy delivery
- Data handling and confidentiality
- Safeguarding concerns

Where risks are identified, Inner Compass Therapeutic Services Ltd will take proportionate action to reduce or manage them.

Safeguarding
All associate therapists to follow safeguarding procedures appropriate to the organisation, client group and professional body. Any safeguarding concerns must be reported using the relevant policy and procedures promptly to the school DSL.

Incident Reporting
Associate therapists must notify Inner Compass Therapeutic Services Ltd of:

- Any serious incident involving a referred client
- Any complaint or concern that may affect client safety
- Any breach of confidentiality or data protection

Inner Compass Therapeutic Services Ltd will record and review incidents to ensure safe practice.

Review
This policy will be reviewed annually or sooner if:

- Legislation changes
- The Inner Compass Therapeutic Services Ltd business model changes
- A significant incident occurs

Written by: Sam Lewis

Date: 1st April 2026
Review date: April 2027