

**22. Lifting and Carrying Procedure**

It is easy to injure yourself if you attempt to lift anything that is too heavy. Lifting incorrectly will also result in injury.

If you are lifting children or equipment you should always:

**If you need to lift something manually**

* Reduce the amount of twisting, stooping and reaching
* Avoid lifting from floor level or above shoulder height, especially heavy loads
* Adjust storage areas to minimise the need to carry out such movements
* Consider how you can minimise carrying distances
* Assess the weight to be carried and whether the worker can move the load safely or needs any help – maybe the load can be broken down to smaller, lighter components
* **Get a firm grip** on whatever it is that you are lifting
* **Bend your knees** as you lift, **not your back**
* Plan your lifting, for example can the child stand up before you lift, so that you do not have to bend down so far?

**You should never attempt to lift anything that is too heavy for you.**

**For more information on lifting and Manual Handling please refer to hse.gov.uk**

Provider signature:

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Review regularly