24/7 Health and Safety Advice Line
UK 0844 892 2785 **IRELAND** 01 855 5050

Annual Health & Safety Planner

CRONER

Weekly Health and Safety Planner

	January					February				March				April				May				June				July				August					September					October					November				December			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52
Incidents / Accidents review																																																				
Fire Alarm Test																																																			
Water system checks																																																			
Health & Safety checks																																																		
Lift maintenance & statutory checks																																																		

Monthly Health & Safety Planner

Item	J	F	M	A	M	J	J	A	S	O	N	D
Emergency Lighting Test												
Fire Door Check												
Fire Extinguisher Check												
Safeguarding file Audit												
Fire Audit												
Medication Audit												
Medication Error Audit												
Care plan Audit												
Dignity & Equality Audit												
H&S / RIDDOR Audit												
Infection Control Audit												
Wheelchair / Walker checks												
Dols / BIA reviews												
Review Client Weights												
Incident / Accident Analysis												
Key Worker Summaries												
Supervision Checks												
Appraisal / PDP Checks												
Staff Meeting & Actions												
S/U Meeting & Actions												
LA / CQC Compliance Report												
Update Training Matrix												
Training plan review												

Quarterly Health & Safety Planner

Item	Jan – Mar	Apr – Jun	Jul – Sep	Oct – Dec

2026

Six Monthly Health & Safety Planner

Item	January–June		July–December	
	Due	Complete	Due	Complete
Six Monthly Periodic Checklists				
Thorough Inspection of Lifting Equipment (LOLER)				
Fire Alarm system 6-monthly inspection and test				
Fire Drill (Every Quarter)				
TMV Valves				
Moving and Handling Equipment servicing				

Annual Compliance Planner

Item	Due	Completed
Electrical Installation Certificate (5 Yearly)		
Fire Detection & Alarm System - Annual inspection and test record		
Emergency Lighting Certificate		
Fire Equipment Certificate		
Water Hygiene Certificate (Legionella)		
Public Liability Insurance		
Portable Appliance Testing (PAT) Certificate		
Gas Safety Certificate		
Thorough Inspection of Lifting Equipment (LOLER)		
Air Conditioning Unit(s) Servicing		
Thorough Inspection & Testing of LEV Systems		

2026 Bank Holidays
(some days may be moved to alternative days in line with business need)

England and Wales	1st January 3rd April 6th April 4th May 25th May 31st August 25th December 28th December
Scotland	1st January 2nd January 3rd April 6th April 4th May 25th May 3rd August 30th November 25th December 28th December
Northern Ireland	1st January 17th March 3rd April 6th April 4th May 25th May 13th July 31st August 25th December 28th December
Ireland	1st January 2nd February 17th March 6th April 4th May 1st June 3rd August 26th October 25th December 28th December