

Health & Safety Policy

16th September 2016 V1
Reviewed and revised 22 August 2018 V2
Reviewed 26th April 2022
Reviewed and revised 18th May 2022 V3
Reviewed 18th January 2023
Prepared by Johnny Devas

1.0 Statement of Intent

Our policy, so far as is reasonably practicable, is to provide and maintain safe and healthy working conditions, equipment and systems of work for all our workers and volunteers, and to provide such information, training and supervision as they need for this purpose.

We will also endeavour to ensure, so far as is reasonably practicable, the health, safety and welfare of all contractors, visitors and members of the public who may visit the premises.

The aims of our health and safety policy are to:

- Prevent accidents and cases of work-related ill health
- Manage health and safety risks in our workplace
- Provide clear instructions and information, and adequate training, to ensure employees are competent to do their work
- provide personal protective equipment where required
- consult with our employees on matters affecting their health and safety
- provide and maintain safe plant and equipment
- ensure safe handling and use of substances
- maintain safe and healthy working conditions
- implement emergency procedures, including evacuation in case of fire or other significant incidents
- review and revise this policy regularly

2.0 Responsibilities for health and safety

2.1. Overall and final responsibility for health and safety: Johnny Devas, Trustee

2.2. Day-to-day responsibility for ensuring this policy is put into practice: Lucy Pittaway, Senior Project Manager.

2.3 To ensure health and safety standards are maintained and improved, the following people have responsibility in the following areas:

Lucy Pittaway – safety, risk assessments, accidents, first aid and work-related health, emergency procedures, fire and evacuation, information, instruction and supervision and training.

Rob Tate – monitoring, accident and ill-health investigation, maintaining equipment.

2.4 All employees and volunteers should:

- Co-operate with supervisors and managers on health and safety matters
- Take reasonable care of their own health and safety
- Report all health and safety concerns to an appropriate person, as detailed above.

3.0 Arrangements for health and safety

3.1. Risk assessment

- We will complete relevant risk assessments and take action
- We will review risk assessments when working habits or conditions change.

3.2. Training

- We will give staff and volunteers health and safety induction and provide appropriate training, including working with youth-work equipment.
- We will provide personal protective equipment when appropriate.

3.3 Consultation

- We will consult staff routinely on health and safety matters as they arise and formally when we review health and safety.

3.4 All employees and volunteers:

- Co-operate with supervisors and managers on health and safety matters
- Take reasonable care of their own health and safety
- Report all health and safety concerns to an appropriate person, as detailed above.

Signed

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Johnny Devas, Trustee Devas Club

Date 18th January 2023
Next review date: January 2024