



Old Pauline Club

Health and Safety Policy

Aims

- To ensure compliance with the Health and Safety at Work etc. Act 1974.
- To provide the company with a general Policy Statement regarding Health and Safety that demonstrates our commitment to high standards of health and safety.
- To specify who is responsible for health and safety.
- To specify what the arrangements are for ensuring high standards of health and safety are achieved.

Contents

- General Safety Policy Statement, responsibilities for health and safety, arrangements for health and safety.

Old Pauline Club

Health and Safety Policy Statement

As required by the Health and Safety at Work Act 1974, the Old Pauline Club's aim is to provide adequate control of the health and safety risks arising from our work activities and to ensure compliance with all of our legal obligations and to prevent accidents and cases of work-related ill health.

To enable us to do this we shall provide adequate resources to ensure the highest possible standards of health and safety are achieved within the organisation.

We recognise that our volunteers play an integral part in the provision of a safe workplace and undertake to provide such information, training and supervision as they need for this purpose. In addition, we shall consult with our volunteers on matters affecting their health and safety.

We shall provide and maintain safe plant and equipment as well as ensuring safe handling and use of substances in order to prevent accidents and cases of work-related ill health.

The responsibilities for health and safety are important and the particular arrangements that we have made are set out in this policy.

This policy will be kept up to date, particularly as the Old Pauline Club changes in nature and size. To ensure this, the policy and the way in which it is operated, will be reviewed and re-signed every year.

Responsibilities

Board Members

- Overall health & safety.
- Formulating the company Health and Safety Policy.
- Ensuring the Health and Safety Policy is kept up to date.
- Ensuring the Health and Safety Policy is reviewed on an annual basis, re-signed and re-issued.
- Ensuring adequate resources (human, financial and equipment) are made available.
- Ensuring that the planning for health and safety and the monitoring and reviewing of procedures by members of the organisation is being carried out.
- Ensuring a culture of health and safety is adopted throughout the Old Pauline Club.

Volunteers

- Co-operating with the board members to achieve a healthy and safe workplace.
- Taking reasonable care of their own health & safety and others.
- Participating in health and safety training as requested.
- Using access equipment for work at height as provided.
- Raise issues of concern with the board members.
- Accept opportunities for counselling when recommended.
- Reporting any health & safety concerns to the board members.

Accidents

- All accidents are investigated and remedial action identified, implemented and recorded.

Fire precautions

- Under the Regulatory Reform (Fire Safety) Order 2005, anyone who has control of premises or anyone who has a degree of control over certain areas or systems may be regarded as a 'responsible person'.

Electrical safety

- Users of electrical equipment are encouraged to spot and report any electrical hazards.

Gas safety

- Users of gas equipment are encouraged to spot and report any gas hazards.