

River Worth Friends

Health and Safety Policy

Purpose of Policy

River Worth Friends is committed to ensuring a safe and healthy environment during its activities. We will take all reasonable measures to try to ensure all our activities are carried out safely and do not pose any significant danger to volunteers or the public.

While not all risks can be completely eradicated, it is our intention to provide the safest environment for our activities as is practical.

River Worth Friends will comply with the Health and Safety at Work Act 1974. This policy outlines the measures we will take to achieve this.

Health and Safety Officer

River Worth Friends will appoint an appropriate person with overall responsibility for Health and Safety. Their responsibilities will include ensuring risk assessments have been undertaken and the measures identified in them are in place. They should also deal with any concerns raised with them.

The Health and Safety Officer is Sue Patchett (suepatchett55@yahoo.com).

Risk Assessments

River Worth Friends will undertake risk assessments on planned activities. These will identify the possible risks, their potential consequences (severity) and the likelihood of them happening. Measures to minimise significant risks will be taken (especially if the consequence could be severe and/or they are likely to happen). Plans will be put in place to manage foreseeable issues if things do go wrong.

These risk assessments will be reviewed frequently and whenever the way activities are delivered changes.

Training

River Worth Friends will provide training and information to volunteers on Health and Safety issues to the required level needed for the volunteers and the public to be safe from identified risks. This will also include providing clear instructions and information on health and safety issues to volunteers to ensure competency and safety at work.

Working Conditions

River Worth Friends will undertake all necessary measures to maintain safe working conditions for volunteers. In doing this we will minimise the possibility of accidents and any other risks by putting appropriate safety measures in place in line with the risk assessments undertaken.

River Worth Friends will also provide personal protective equipment where required, and ensure safe manual handling, control of any hazardous substances and safe use of equipment.

Equipment

River Worth Friends will ensure all products and equipment are safe and well maintained and volunteers are trained in their use. We will ensure clear instructions for equipment use are available or training provided.

Buildings

River Worth Friends will ensure that any building we use has the appropriate health and safety measures in place for a safe environment, such as clear exit signs, arrangements for evacuation, a designated assembly point, clearly marked hazards (such as steps) and any other reasonable measures required.

First Aid

River Worth Friends will ensure volunteers have access to First Aid equipment during all activities. The First Aid kit available should be appropriate for the activity being undertaken. We will also have someone trained as a first aider on site, if the activity requires it.

Incidents and Concerns

Any incidents or injuries should be reported to the Health and Safety Officer and details recorded. Measures should be put in place to minimise any risk of this happening again.

Concerns around any issues should be discussed with the event leader or the Health and Safety Officer, who will take appropriate action.

Listening

River Worth Friends will consult with volunteers and partners on matters concerning their health and safety associated with our activities. We will listen to this feedback and act on it.

Adopted by the Trustees on 23 September 2024.