

TEESDALE DAY CLUBS

Health & Safety Policy

Number 08 Issue 06

Introduction

The Trustees of Teesdale Day Clubs (hereafter referred to as “the charity”, “us”, “we” or “our”) are aware of their duty of care to its members (service users), staff, volunteers, contractors and visitors, and will accordingly take every reasonable practical measure and precaution to protect them from injury or exposure to danger. The Trustees are conscious of the requirement to comply with all legal obligations regarding health and safety and will ensure that these are met.

Policy

It is the policy of the charity to do everything that is reasonably possible to protect our members, staff, volunteers, contractors and visitors from harm or hazard whilst in our care, and to provide adequate control of health and safety risks.

Principles

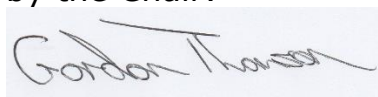
- Comply with all relevant legal requirements concerning health & safety and in particular those described within the Health and Safety at Work Act 1974.
- Provide a safe working environment for staff
- Provide a safe environment for members, volunteers and visitors
- Provide training and continuing awareness of health and safety requirements for staff and volunteers
- Review this policy and associated documentation on a regular basis (as a minimum every 3 years or sooner if major changes are required), and institute changes as necessary
- Engage and consult with staff, volunteers and members to ensure that any health and safety concerns, hazards, accidents or instances of ill-health are adequately reported, documented, investigated and resolved
- Conduct regular health and safety audits of premises and systems where possible in conjunction with a representative of the venue
- Take action on any misconduct on the part of staff, volunteers or members that could give rise to a risk to the health and safety of themselves or others
- Ensure that any accidents and ill-health occurrences at work are reported under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations)

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- Implement emergency procedures for fire evacuation, first aid or other significant incidents.
- Comply with rules and guidance as laid out in the Personal Protective Equipment at Work (Amended) Regulations 2022 (PPER 2022)

Guidance relating to responsibilities and examples of reportable occurrences is provided in guidelines G08-1 (Responsibilities) and G08-2 (General Guidelines), respectively.

Reviewed and approved by the Board of Trustees and signed on their behalf by the Chair:

A handwritten signature in black ink, appearing to read "Gordon Thomson", is written over a light blue rectangular background.

Date: 09 February 2023

Review date: Feb 2025