

## HEALTH & SAFETY POLICY

At Horsham and Shipley Community Project, we recognise our duties under current health and safety legislation. We will endeavour to meet the requirements of this legislation, and maintain a safe and healthy environment for all. Our Trustees and volunteers are informed of their responsibilities to ensure they take reasonable precautions, thus ensuring the safety, health and welfare of those that are likely to be affected by the operation of our charity. H&SCP recognises its duty to make regular assessment of the hazards and risks created in the course of our charity.

We also recognise our duty, so far as is reasonably practicable:

- to meet our legal obligations to maintain a safe and healthy environment;
- to provide adequate control of any health and safety risks identified;
- to consult with everyone on matters affecting their health and safety;
- to provide and maintain safe plant and equipment;
- to ensure the safe handling and use of substances;
- to provide information, instruction, and training where necessary, being mindful of any who do not have English as a first language or who have a disability;
- to prevent accidents and cases of related ill health;
- to actively manage and supervise health and safety;
- to have access to competent advice;
- to seek continuous improvement in our health and safety performance and management through regular (at least annual) review and revision of this policy; and
- to provide the resource required to make this policy and our Health and Safety arrangements effective.

We also recognise:

- our duty to co-operate and liaise with other clubs and organisations when we visit other premises or sites under their control to ensure the continued health and safety of all those there; and
- our duty to co-operate and work with other clubs and organisations, their workers, and volunteers, as well as all participants of our activities, their family or friends who come onto our premises / sites for the purpose of our organised activities, to ensure the health and safety of everyone there.

To help achieve our objectives and ensure everyone recognises their duties under health and safety legislation, we will also inform them of their duty to take reasonable care for themselves and for others who might be affected by their activities. We will achieve this by explaining their duty and setting out our charity's health and safety rules.

This policy was approved and agreed by the Trustee of Horsham & Shipley Community Project on the date shown below.

Signed:

Name: Philip R Gibbs

Position: Chair of Trustees

Date: 1 May 2020

Review date: May 2021

Name of Organisation: Horsham & Shipley Community Project

Charity Number: 1178797