

MAGOR & UNDY COMMUNITY HUB

Health and Safety Policy

General Statement of Policy

It is the policy of Magor & Undy Community Hub to comply with the terms of the Health & Safety at Work Act 1974, the Management of Health & Safety at Work Regulations 1999 and all and any subsequent legislation and to provide and maintain a healthy and safe environment.

Magor & Undy Community Hub's health and safety objective is as follows.

To be aware of all aspects of Risk on the site operated by them; and to minimise the number of instances of Risk, Accidents and Illnesses, ultimately achieving a safe and accident-free area.

Magor & Undy Community Hub Trustees recognise and accept their duty to protect the health and safety of all visitors to the site. Any other contractors we employ would be expected to have their own Health & Safety procedures for the tasks they will be performing. This will be confirmed at the point of awarding a contract for the work.

ALL injuries, however small, sustained by any person at the Magor & Undy Community Hub area (orchard) must be reported. Accident records are crucial to the effective monitoring and revision of the policy and must therefore be accurate and comprehensive.

Magor & Undy Community Hub's health and safety policy will be continually monitored and updated.

Specific arrangements for the implementation of the policy and the personnel responsible should be constantly kept under evaluation and the Chairman of Magor & Undy Community Hub Trustees should sign this statement annually normally on the occasion of the Trustee's AGM.

Signed:.....



CHAIRMAN of Magor & Undy Community Hub

DATE:.....10/7/23

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OUR HEALTH & SAFETY POLICY STATEMENT is to: -

- Prevent accidents.
- Manage health & safety risks at Magor & Undy Community Hub.
- Provide clear instructions, information and adequate training.
- Provide personal protective equipment.
- Consult with our users on matters affecting health & safety.
- Provide and maintain the building and equipment.
- Ensure safe handling and use of substances.
- Implement emergency procedures, including evacuation in case of fire or other significant incident.
- Review and revise this policy regularly.

RESPONSIBILITIES FOR HEALTH & SAFETY

1. Overall and final responsibility for health and safety: -

Magor & Undy Community Hub Trustees: -

Paul Turner - Chairman

Linda Squire- Secretary

Kevin Wright- Treasurer

Michael Burke

Sian King

Sally Raggett

2. Day to day responsibility for ensuring the policy is put into practice:

Kevin Wright- Treasurer & Orchard Co-ordinator

3. To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas: -

Kevin Wright, Michael Burke - safety, consulting users, accidents and first aid, maintaining equipment, information, instruction and training. risk assessments

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4. All sub-contractors and users should: -

- Co-operate with the trustees on health & safety matters.
- Take reasonable care of their own health and safety and
- Report all health and safety concerns to magorandundychub@gmail.com

ARRANGEMENTS FOR HEALTH & SAFETY

Risk Assessment

We will complete risk assessments and take action.

We will review risk assessments when conditions change.

We will ensure a first aid box is available for use for any users and any sub-contractors

We will ensure that an accident book is available for any users and sub-contractors to record any accidents and 'near misses' and ensure any corrective measures are carried out

We will ensure that users and sub-contractors are aware that they need to email magorandundychub@gmail.com to notify the trustees of any accidents or 'near misses'.

Training

We will give volunteers/sub-contractors health & safety induction and provide appropriate training (including working at height, manual handling (Manual Handling Operations Regulations 1992, amended 2002) electrical safety, Control of Substances Hazardous to Health Regulations 2002 (COSHH) and any other relevant training.

We will provide personal protective equipment.

We will make sure suitable arrangements are in place for sub-contractors who work on their own.

Consultation

We will consult sub- contractors and users on health & safety matters as they arise and formally when we review health & safety

Evacuation

We will make sure escape routes are well signed and kept clear at all times

Evacuation plans are tested from time to time and updated if necessary