

ASHURST WOOD YOUTH CLUB

Health and Safety

The Management Committee Ashurst Wood Youth Club is committed to providing activities in a safe environment without risk as far as is reasonably practicable.

The overall responsibility for the implementation of this policy rests with the Management Committee. Day to day responsibility for ensuring this policy is put into practice is delegated to the Youth Leader.

All leaders will be made aware of the contents of this policy as part of the induction process and be encouraged to take responsibility for ensuring their own personal health and safety and that of others who may be affected by their actions.

The Management Committee will:

- Take out and maintain adequate insurance to cover all possible liabilities
- Provide equipment that is maintained in a safe condition at all times
- Ensure that assessments are carried out in accordance with the Risk Assessment Policy
- Ensure that fire drills are undertaken on a regular basis
- Establish emergency procedures to be taken in the event of fire, incidents, accidents and illness and ensure details are displayed prominently on the premises
- Maintain necessary health and safety records (e.g. Accident Book)
- Ensure that a First Aid box is regularly checked and its location known to all leaders
- Ideally, a qualified first aider is present at all club meetings
- Make Emergency First Aid Training available to all leaders
- Ensure the safe storage, handling and labelling of any hazardous materials
- Provide relevant information and encourage leaders to undertake training relating to Health and Safety matters

The following procedures and details need to be included as follows:

- Emergency procedures for fire, incidents, accidents, illness
- List of first aiders
- Up to date useful telephone numbers to hand