

The Marshland Hall

Marshland and District Community and Sports Centre (MDCSC)

Beating at the Heart of the Community ❤️

www.marshlandhall.org.uk

Registered Charity No. 1155766



Health and Safety Policy

Policy statement

This policy sets out how The Board of Trustees will manage their Health and Safety Responsibilities. The Board of Trustees is responsible for the health and safety of staff, volunteers and those who may be using or visiting the Community and Sports Centre. Any questions or concerns about the operation of this policy should be referred to the nominated member of the Board of Trustees of MDCSC. If you consider that the policy has not been followed in respect of Health and Safety you should raise the matter with a member of the Board of Trustees.

Aims

The aims of the policy are to ensure that staff, volunteers, centre users and visitors are safe and not exposed to the risk of accident or injury.

Training will be provided to all staff and volunteers commensurate with their duties. We will adopt a minimum standard whereby all staff and volunteers will receive introductory training in Health and Safety, Fire Awareness and Manual Handling. Additional training will be considered dependent on role.

General risk assessments will be undertaken and the Trustees or their appointed representative will make arrangements for the assessment and management of risk each time a member of staff or volunteer undertakes a new task or where relevant when new equipment is introduced

The Trustees have decided that it is not adequate to have a single Health and Safety Procedure to cover all aspects of Health and Safety and have therefore decided to have a suite of Health and Safety Policies which allow for sufficient specific detail and can be reviewed as and when the internal and external environments dictate. Procedures are available that cover their responsibilities around:

- Lone working (including lone working risk assessment)
- Display Screen Equipment (including DSE assessment for all regular users)
- COSHH
- Accidents
- Fire
- Building Risk Assessment
- Emergency Evacuation Plan
- First Aid

4 Roles and responsibilities:

The Board of Trustees have the following responsibilities:

- Overall responsibility for health and safety matters within the organisation
- Make necessary provision for resources to be provided to allow the function to be carried out
- Require staff and volunteers to regard health and safety as a priority issue
- Periodically assess the performance of the organisation in health and safety matters in the light of reports, statistics etc. presented to them and take necessary action.

If you have any concerns relating to this policy please contact:

Trustee Andy Stephens

Approved by Trustees