

Tilehurst Junior Youth Club

Health and Safety Policy

Tilehurst Junior Youth Club recognises the requirement to conduct its business in such a way as to ensure so far as is reasonably practicable that:

1. Employees, voluntary staff, club members and guests and other people who may be affected by their operations and activities are not exposed to risk to their health and safety.
2. Young people participating in activities organised by the Club are not exposed to risks to their health and safety.
3. Members of the public and visitors or persons providing services to the club are not exposed to risks.
4. Proper regard is given to the protection of the environment.

The overall responsibility for health and safety management throughout the Club is vested with the senior Youth Worker. He/she will be supported by a named management committee member appointed by the management committee. Tilehurst Junior Club expects its employees and voluntary staff to:

5. To conduct their activities to the standard of any health and safety procedures issued by the club.
6. When working away from the club premises in their capacity as a Junior Club worker or volunteer act in a manner that meets the requirements of the Club's policies and procedures.
7. Conduct any outdoor or indoor activities in order to meet the requirements of the Club's procedure and policies.
8. Prepare a Risk Assessment statement in respect of fundraising events concerning the health and safety of those attending.

Tilehurst Junior Club believes that procedures for health and safety and providing quality service go together and reaffirms that safety is a major consideration in all aspects of its activities. To achieve this aim the Club will:

9. Ensure all new employees attend appropriate Health and Safety Training.

POLICY 14

10. Provide sufficient information by means of team briefing and written instructions in order for all employees and voluntary staff to be kept up to date with any new equipment installed or changes at the club.
11. Issue its own health and safety procedures to ensure that club staff and volunteers receive instruction and training in order to achieve safe working practice.
12. Ensure, in respect of indoor/outdoor activities organised by the club, that all activities and events are risk assessed so that as far as is reasonably practicable all risks are eliminated or reduced to an acceptable level.

Health and safety is an integrated function of work activity for all Tilehurst Junior Club Staff and volunteers when they are working at the club, responsible for or supervising indoor/outdoor activities or events. All Club staff and volunteers are, therefore responsible and accountable for implementing this Health and Safety Policy within their respective fields of work.

This Health and Safety Policy will be reviewed every two years or after any major change affecting club working. A copy of this statement will be readily accessible and a copy given to all staff and volunteers.

POLICY 14