

Health and Safety

STATEMENT

The purpose of this policy is to prevent accidents and injury to anyone involved in GDCS' activities. GDCS do not have any paid personnel or full-time volunteers. Neither does the Society have any regular volunteering commitments. Should the Society commit itself to any Project of some duration, then the Society's Executive Committee will ensure Health and Safety procedures and documents are put in place for the duration of that Project (it is supposed that any such project would be unique in its format and therefore a generic Policy would not suffice).

It is expected that Training in some aspects of Health and Safety will be sought in the future, or a member of the Executive Committee with prior-acquired skills will have overall control for administering this Policy.

GDCS aims to:

Have written, a Policy specifically for a specific Project. Alongside that Policy, there shall be in place a relevant Assessment of Risk to take into consideration:

- A named person with overall responsibility for Health and safety during the Project (and also include a second person should that need be appropriate and in proportion to the Project's duration)
- A breakdown of tasks and areas of responsibility which may include any or all of the following:
Completed Risk Assessments; monitoring and investigation; emergency, fire and evacuation procedures; use of, and maintenance of equipment; information and instruction

GDCS commits to:

- Co-operate with everyone involved and work with health and safety in mind
- Everyone taking responsible care of their own health and safety
- Reporting health and safety concerns
- Making appropriate arrangements for health and safety via continued *Risk Assessment*, alongside appropriate *Training, Consultation* and *Evacuation* procedures

<https://www.hse.gov.uk/simple-health-safety/index.htm>

Reviews / dates: {subsequent amendments agreed to, and dated}

Health and Safety Policy for:



PROJECT.....

Project start date Project end date.....

The purpose of this Policy is to prevent accidents and injury to anyone involved in GDCS' activities.

With overall responsible for health and safety:

Person 1

.....

And if appropriate for the Project Person 2

.....

purpose	elements	√ or N/A
This Policy is to	<ul style="list-style-type: none"> Prevent accidents and cases of ill health during the Project 	
	<ul style="list-style-type: none"> Manage health and safety risks 	
	<ul style="list-style-type: none"> Provide clear instructions an information to all involved 	
	<ul style="list-style-type: none"> Provide personal protective equipment as deemed necessary 	
	<ul style="list-style-type: none"> Consult with all involved on matters which could affect their health and safety 	
	<ul style="list-style-type: none"> Provide and maintain equipment 	
	<ul style="list-style-type: none"> Maintain safe and healthy working conditions 	
	<ul style="list-style-type: none"> Person 1 (and perhaps Person 2) to know of and communicate to others, relevant emergency procedures including evacuation in case of fire or other significant incident 	
	<ul style="list-style-type: none"> Review and revise this Policy regularly 	
All involved should	<ul style="list-style-type: none"> Co-operate on health and safety matters for the duration of the Project 	
	<ul style="list-style-type: none"> Take reasonable care of their own health and safety 	
	<ul style="list-style-type: none"> Report all health and safety concerns to Person(s) named above 	
Risk Assessment carried out <i>and attached to this Policy</i>		
Training carried out		
Consultation carried out		
Evacuation procedures known		
Evaluation		

Signed

dated