



Brighter Better Orrell Health and Safety Policy

Statement of intent

The policy of **Brighter Better Orrell** is to provide and maintain safe and healthy working conditions and environment for all our volunteers and users, plus any other people who are directly affected by our activities, such as members of the public at our events.

Responsibility

Overall responsibility for health and safety at all events organised by **Brighter Better Orrell** lies with the management committee. This responsibility will be delegated to a named committee member for each event or activity. This person will be responsible for ensuring that this policy is upheld.

For our committee meetings, the responsible person is **Tony Hanmer**

For all other events the responsible person will be named in advance and their name will be noted on all relevant risk assessments. All volunteers involved will be made aware of who is responsible for health and safety.

General arrangements

The main activities of **Brighter Better Orrell** are to organise volunteer litter picks, environmental work, planting trees, bulbs and seasonal plants, and community events. A risk assessment will be carried out before every one-off event. This will include assessing risk as it relates to all aspects of the event including equipment used, venue, volunteers and attendees. Appropriate precautions will be taken to minimise hazards at all events and activities.

Brighter Better Orrell may run regular events at the same venue or using the same equipment. In this case we will carry out a general risk assessment for the event/activity/equipment/venue. All general risk assessments will be reviewed at least once a year.

There will be a trained first aider present at all events open to the public.

We will make sure all volunteers at indoor events and activities are aware of the location of fire exits. All volunteers will be made aware of the precautions they need to take as noted on the relevant risk assessment.

No committee member will run an event or activity on their own, and at least two responsible persons should stay at an event until it is finished, and the last attendees have left.

Brighter Better Orrell hold Public Liability Insurance

Review

This policy will be reviewed every 2 years, or sooner if relevant legislation or national guidance changes.

Signature (Chair).....

Signature (H&S).....

Date: