



**TADA
Rural
Support
Network**

Policy Aim

The aim of the health and safety policy is to confirm the commitment of **GROUP** to the health and safety of Committee members, employees, volunteers and beneficiaries who may participate in the delivery of, or benefit from, our project activities.

Policy Statement

The Management Committee of **GROUP** regards the promotion of health and safety measures as a mutual objective for Committee members, employees and volunteers. We will do all that is reasonably practicable to prevent personal injury and damage to property and to protect everyone from foreseeable hazards, including volunteers and the public insofar as they come into contact with our Group or any activities or functions which we organise. We will endeavour to implement the following;

- To carry out risk assessments (appendix 1) in respect of all our activities,
- To provide adequate control of the health and safety risks arising from our assessment,
- To provide information, instruction and supervision for Committee members, employees and volunteers;
- To ensure that all Committee members, employees and volunteers are competent to do their tasks, and to give them training when required;
- To review and revise this policy as necessary at regular intervals.

Committee members, employees and volunteers have a duty to co-operate in the operation of this policy by;

- Working safely and efficiently,
- Using any protective clothing and equipment provided,
- Reporting incidents which have led, or may lead to injury or damage,
- Adhering to agreed organisational procedures to ensure health and safety.

Accidents and Emergencies

All accidents and emergencies must be reported to the Secretary or the designated Committee member responsible for health and safety issues and recorded in the Accident Record Book.

First Aid

A First Aid box will be kept and checked regularly. A first aid kit will be brought to all events. A trained first aider should be in attendance at all event involving the public and especially where children are participating.

GROUP will ensure that the Group insurance needs are properly assessed and reviewed regularly to provide cover for our Committee members, employees, volunteers and beneficiaries in respect of the full range of our activities. This will include;

- Public liability insurance
- Special events insurance.

Policy Responsibility

The policy has been adopted by **GROUP** at the Committee meeting held on 28th June 2010 and this is recorded in the Minutes of the meeting. The Chairman has specific responsibility for the implementation of this policy and each member of the Management Committee also has responsibility to abide by and ensure adherence to the policy. In order to implement this policy we will ensure that;

- A Committee member will be designated to have responsibility for all aspects of implementing this policy,
- Our policy will be communicated to all employees, contractors and volunteers involved in our project,
- Appropriate training and guidance will be provided when required,
- The policy will be regularly reviewed.

Signed: _____ Date: _____

(Chairperson)