

Health & Safety Policy

Introduction

The following policy & procedures are in place to ensure that everyone that uses/hires/visits or works at the WCCVH does so safely.

Anyone who notices anything they feel is of concern should let a Committee Member know.

A H&S Risk Assessment may be required from a person working at or hiring the Hall. This will be asked for when the Committee feels our own RA does not adequately cover the nature or the work being done or the event being held.

Our Responsibilities

We have a responsibility to maintain the WCCVH premises and make sure they are fit for purpose and pose no evident dangers.

We have a responsibility to comply with all H&S regulations including:

- Asbestos
- Hazardous/Toxic Substances
- Flammable Substances
- Fire
- First Aid
- Food & Hygiene

WYBOSTON, CHAWSTON & COLESDEN VILLAGE HALL

Health & Safety Procedure

1. Committee Members, volunteers, hirers & anyone working at the Village Hall will be asked to read (on the website) the Safeguarding Policy/Procedure. A hardcopy of this is to be made available on request & an information leaflet will be displayed on the Notice Board.
2. A Health & Safety walk is completed twice annually by at least 2 committee members and the CT.
3. This H&S Risk Assessment will be reviewed regularly. The WCCVH will inform the Chairperson of any concerns and these concerns.

Health & Safety Policy & Procedure			
Date Created	28/02/2020	Chairperson Signature	
Date Reviewed	Enter Date	Chairperson Signature	
All Policies & Procedures will be reviewed and amended by the Committee as needed. NO Policy or Procedure will go more than 2 years without a review.			