



Health and safety

Our policy is to provide and maintain safe and healthy working conditions, equipment and systems of work for all of our members and staff, and to provide such information, training, opportunities and supervision as they need for this purpose. We also acknowledge our responsibility for the health and safety of other people who may be affected by our activities.

The allocation of duties for safety matters and the particular arrangements which we will make to implement the policy are set out below.

We intend to keep our policy up to date, as the club develops. To ensure this, the policy and the way in which it is operated will be reviewed yearly.

Overall The person with responsibility for health and safety matters is:
Mrs Rachel Gruber

The club leader will be responsible for day-to-day matters. In the event of an accident, the club management must always be made aware, if a member of the management is not present at the time. Full details of where, when, circumstances etc must be recorded by law.

Awareness Users of the club are regularly made aware of the procedures to be followed in the event of fire, by means of incident drills and briefings. Each term, those attending club are briefed on this and any matters which experience has shown to be most important; e.g. not leaving the premises without informing staff, moving carefully around buildings etc.

RiSk assessments and general safety inspections will be carried out in accordance with our separate risk assessment policy.

Accident procedures Location of first aid box will be clearly visible to all.

The club's qualified First Aider is to be appointed.

Additionally, qualified First Aiders are always on duty at the above locations. All accidents are to be entered in the accident book with date, circumstances etc and the accident book signed by parents.

The accident book is with the first aid box.

Members should be discouraged from leaving coats or other clothing in areas used for working or where they might create a hazard.

Children attending woodwork should be discouraged from holding tools or other sharp objects when not using them. These items should be put away or placed where they will not fall onto the floor.

Radiators at sites used must be below 43 degrees. If found to be hot before start of session, please turn them off.