



HEALTH & SAFETY (HS) POLICY

Health and Safety Lead – REDACTED NEBOSH Level 3 Certificate in Occupational Health & Safety- REDACTED

The Barge Preservation Community Project is committed to providing a safe and healthy environment, safe working methods, and the provision of safe equipment. Health and safety is considered by management to be an integral and vital part of the successful performance of any role, and as such, a first aid box is kept on site at all times and regular checks are held to ensure stock levels are replenished as needed. An accident book is kept on site to accurately record any incidents. 6 first aid qualified persons are held on a Rota system with a minimum of 2 first aiders on site at any one time with our Health and Safety professional, John Crow on site twice a week, making regular checks to all aspects of the site are safe.

This policy sets out the responsibilities of the Project and its volunteers with the aim that together we can keep the environment safe and productive.

In so far as this policy imposes any obligations on the Project (ie those additional to those set out under legislation), those obligations are not contractual and do not give rise to any contractual rights.

The Project may unilaterally introduce, vary, remove or replace this policy at any time. The project and each advocate is committed to:

- Integrating health and safety into all aspects of its operations;
- Identifying hazards, assessing risk and implementing control strategies to minimise risk of injury to people and property;
- Ensuring that relevant health and safety laws that apply to volunteering conditions and the environment are observed and enforced;
- Developing and implementing safe systems of the volunteering environment;
- Providing adequate safety information, training and supervision;
- Designing, purchasing, installing and maintaining a safe site and machinery;
- Ensuring that the project yard, under their control is safe and without undue risks to health;
- Ensuring that the behaviour of all persons in the boat yard is safe and without undue risks to health; Attempting
- to remedy all problems relating to health and safety;
- Consulting with volunteers and other parties to address safety issues and improve decision making on health and safety matters; and
- Supporting and assisting volunteers in effective injury management and rehabilitation.

All volunteers and contractors are required to:

- Adhere to safe practices, instructions and rules;
- Immediately report any unsafe conditions or equipment to the Project;
- Not misuse, damage, refuse to use, or interfere with anything provided in the interest of health and safety;
- Perform all duties in a manner which ensures individual health and safety and that of all other people in the environment;
- Encourage fellow volunteers to create and maintain a safe and healthy environment; and

Co-operate with all other volunteers to enable the health and safety responsibilities of all volunteers be achieved.

COMMUNICATION AND CONSULTATION

We recognise that volunteer consultation and participation in our safety system is vital and improves decision– making about health and safety matters. Consultation is also included in the process of risk assessments and the development of our safe practices.

Volunteers shall be actively involved in the safety system. Suggestions for change and improvements to policies, procedures or safe practices are encouraged, through reporting to project lead, raising at meetings or by inputting into the suggestion box in the tearoom. Meetings to consult and inform volunteers on safety issues shall be conducted through meetings, as regularly as is necessary.

Volunteers shall be made aware of safety issues relating to their roles on a regular basis. The manner of doing so will vary depending upon the type of information to be conveyed.

We expect our volunteers to be committed to engage with management in order to effectively manage health and safety. Volunteers are encouraged to contribute to decisions that may affect their health and safety in the environment, through contact with others and meetings.

Management shall work in conjunction with volunteers to review and update this, and other policies and procedures.

INJURIES—REHABILITATION AND RETURN TO THE ROLE

The Project is proactive in its approach to injury management and places strong emphasis on the safe, timely and sustainable return to the environment program for injured or ill volunteers.

We are committed to:

- Prompt injury notification;
- Communication and consultation with all parties to develop an appropriate return to the environment program;
- Accountability and responsibility for injury management being clearly understood;
- Provision of suitable meaningful activities during the return to the environment process;
- and Dispute resolution as required.
- The Project will ensure the following positive approach in meeting these objectives, including:
 - Early reporting of injuries;
 - Appropriate and timely medical intervention and return to the environment planning;
 - Provision of suitable resources and productive duties for the injured volunteer;
 - Positive support and encouragement during the rehabilitation process; and
 - Review of incidents and accidents to seek preventive measures and continuous improvement.

The Project shall work in conjunction with volunteers to review and update this policy, and other policies and procedures relating to health and safety as regularly as is necessary. This policy and related guidance will be monitored by the Health and Safety Lead, John Crow and Directors on a regular basis for compliance and will be reviewed at least annually.

Date approved or amended	Amendments	Signed
04/11/2024	- Health and Safety Lead	REDACTED Director REDACTED Health and Safety Lead REDACTED Owner

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