

BROUGHTON PLAYING FIELDS & VILLAGE HALL ASSOCIATION

HEALTH AND SAFETY POLICY

This is the statement of general policy and arrangements for	Broughton Village Hall
Overall and final responsibility for health and safety is that of	Broughton Playing Fields & Village Hall Association
Day-to-day responsibility for ensuring the policy is put into practice is delegated to	BPF&VHA Health & Safety Sub-Committee

Statement of general policy	Responsibility of	Action/Arrangements
To prevent accidents and provide appropriate facilities to help mitigate the health & safety risks taken by users when hiring the premises	Health & Safety Sub-Committee	Agenda item at monthly Committee meeting and minimum annual checks by H&S sub-committee
To provide advice and information to volunteers to enable them to safely carry out their duties	Health & Safety Sub-Committee	Agenda item at monthly Committee meeting and minimum annual checks by H&S sub-committee
To inform hirers of their responsibility to manage the risks to their own health and safety and that of others in their charge, in relation to the activity they are undertaking	Health & Safety Sub-Committee	Agenda item at monthly Committee meeting and minimum annual checks by H&S sub-committee
To engage with user groups on day-to-day health and safety conditions, requesting feedback on premises and equipment issues for which the Association is responsible	Health & Safety Sub-Committee	Agenda item at monthly Committee meeting and minimum annual checks by H&S sub-committee
To implement emergency procedures – evacuation in case of fire or other significant incident	Health & Safety Sub-Committee	Agenda item at monthly Committee meeting and minimum annual checks by H&S sub-committee
To maintain safe and healthy conditions, provide and maintain equipment and ensure safe storage/use of substances	Health & Safety Sub-Committee	Agenda item at monthly Committee meeting and minimum annual checks by H&S sub-committee

Signed:

BPF & VHA Chairperson

Date: 31.10 2023

Subject to review, monitoring & revision annually by: BPF & VHA Health & Safety Sub-Committee