



IPSWICH BMX CLUB

Health and Safety Policy

1. Purpose

Ipswich BMX Club accepts responsibility under the Health and Safety at Work Act, 1974, to ensure so far as is reasonably practicable the health and safety of their club (paid and unpaid), members, volunteers, guests etc while on club premises or on Ipswich BMX Club business.

Ipswich BMX Club recognises that Health and Safety is a business function and must, therefore continually progress and adapt to changes. The approach to Health and Safety will be based on the identification and control of risks.

This policy is to be read in conjunction with the portfolio of wider Ipswich BMX Club policies and procedures.

2. Policy

Planning, monitoring and review of the Health and Safety policy will be carried out on a regular basis taking into account changes in legislation and good practice.

Ipswich BMX Club will:

- Ensure that there are adequate arrangements put into place for the effective planning, development, and review of this policy
- Consult with our members on matters affecting their health and safety
- Devote the necessary resources in the form of finance, equipment, members, and time to ensure health and safety
- Ensure that it constantly improves health and safety standards and performance. It will endeavour to ensure that all statutes, regulations, and codes of practice are complied with.
- Ensure that minimum standards that will be adopted by the Club are those required by law, although the Club will always seek to exceed these where there is a demonstrable benefit.
- Provide so far as is reasonably practicable a working environment, equipment and systems of work which are free from hazard and without risk to health.
- Ensure all members are competent to do their tasks, and to give them adequate training.
- Make arrangements for ensuring so far as is reasonably practicable, safety and absence from risk to health in handling and storing articles and substances in line with COSHH requirements.
- Minimise the risk of accidents and cases of work-related ill health
- Maintain safe and healthy working conditions

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- Provide such training and instruction, information and supervision, as is necessary to ensure so far as is reasonably practicable the health and safety at work of their members and Volunteers.
- Ensure that the premises under the Clubs control are maintained as far as is reasonably practicable, safe and without risk to health and with adequate access and egress.
- Make adequate arrangements so far as is reasonably practicable for facilities and arrangements for members and volunteers' welfare at work.
- Provide and maintain so far as is reasonably practicable arrangements for the emergency evacuation of premises under their control in case of fire or other emergency.
- Make risk assessments periodically and issue corrective instructions

The day-to-day administration of the policy shall be the responsibility of the Chairperson. They may, in clearly defined terms, delegate such authority in writing to a member of the club. He or she shall be responsible for bringing such items as are covered by the Health and Safety at Work Act, 1974, and by this policy, to the attention of the committee.

The day-to-day responsibility for safety in the premises will be vested in the nominated club member. They shall be responsible for ensuring that any known safety defects or deficiencies are rectified or are brought to the attention of the Chairperson and the club that has Landlord responsibilities of the premises.

This Policy is written with consideration to the following legislature and regulations and Ipswich BMX Club believes that this policy meets the following listed requirements:

- H&S at work act 1974
- Disability discrimination act 1995

Delegated responsibilities

The overall responsibility for Health and Safety has been delegated to the Chairperson by the Committee.

Delegated responsibilities are intended to be as follows but the Chairperson has the right to vary in writing, these responsibilities at any time.

Venue	The Club delegated lead	Landlord contact
Landseer Park	Sarah Harris	Karthryn Rogers

3. Persons affected

This policy applies to all club members and volunteers, paid or unpaid, users and visitors.

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Ipswich BMX Club, in accepting its responsibilities, expects club members, volunteers and visitors to:

- Take reasonable care of their own health and safety and of the health and safety of their fellow club members, Volunteers and visitors to the club's premises who may be affected by their acts and omissions.
- Report all health and safety concerns to then appropriate person as shown in item no 2 of this document.
- Co-operate in carrying out any duty or requirement imposed upon them under the Act including participating in evacuation drills and other health and safety procedures.
- Not interfere intentionally or recklessly with, or misuse anything provided in the interest of their health safety or welfare

Contractors

All contractors will be expected to make available their own company policy on health and safety and will be expected to demonstrate their compliance with the club's policy for Health and Safety.. Premises (not owned by Ipswich BMX Club) where Ipswich BMX Club s are located will be expected to make available their own policy on health and safety and will be expected to demonstrate their compliance with the club's policy on Health and safety.

Ipswich BMX Club reserves the right to discipline persons contravening any of the sections above.

6. Procedure

Detailed procedures are attached.

It is the responsibility of all club members and volunteers (paid and unpaid) and visitors to:

- assist in ensuring the Health and Safety of all persons legitimately engaged in activities on the club's premises.
- familiarise themselves with all aspects of the club's Health and Safety policy, including departmental regulations.
- Comply with all instructions given by the club's Management, for the protection of its club members/volunteers and visitors.
- undertake the operation of any electrical, mechanical, or other equipment only if specifically authorised to do so.
- adhere to the Manufacturers, Suppliers and club's instructions when using all forms of electrical and mechanical equipment used on club premises.
- undertake maintenance of or repair of electrical or mechanical equipment only if authorised.
- study and be familiar with club's regulations in regard to Fire Precautions and other Emergency procedures.
- be familiar with the procedure for the reporting of accidents of any type and to conform to that procedure.

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- ensure that items of personal electrical equipment used on the premises have first been tested and authorised as safe to use. This is for insurance purposes.
- ensure that all goods are stored in a safe manner and in the correct place, having particular regard to storage conditions required for hazardous goods.
- not leave goods or equipment in such a position that might constitute a danger, especially in such places as corridors or stair wells.

7. Verification

The Chairperson will review this Policy every three years and ensure those with delegated responsibilities annually make a personal inspection of the appropriate premises, procedures, and records.

Date approved or amended	Signed	Role
10/11/20	<i>T.N. Reeve</i>	Club Secretary