HEALTH AND SAFETY POLICY

Health and Safety Policy Statement

In accordance with the regulations detailed under the Management of Health and Safety Regulations 1992 and the Health and Safety at Work Act 1974, Worcester Rugby Football Club is making a positive commitment to achieving the highest standards of health, safety and welfare for all those who may be affected by the activities of its operations.

It is the duty of every individual under Section 7 of the Health and Safety at Work Act 1974 to take reasonable care for their own safety and the safety of others who may be affected by their acts or omissions.

As a result, all individuals are actively encouraged by Worcester Rugby Football Club to communicate any Health and Safety matters which may affect themselves or others.

Worcester Rugby Football Club as a Rugby Club will as far as is reasonably practicable also meet its statutory obligations in the maintenance and provision of the following:

- Risk assessment activities
- Effective lines of communication for all those affected by the operating practices for Worcester Rugby Football Club
- Regular monitoring and review of all health and safety practices
- Safe equipment and safe systems of work in their operation
- Regular servicing and checking of all machinery and equipment.
- Safe arrangements for use, handling, storage and transportation of all equipment, materials and substances for use at work.
- Adequate facilities and arrangements with regard to welfare

<u>Processes and Procedures</u>

Management

The Executive Committee of Worcester Rugby Football Club will be responsible for the implementation of the Health and Safety Policy in accordance with the responsibilities prescribed by the Management of Health and Safety at Work Act 1992.

Risk Assessment
As part of our on-going responsibilities, we will carry out regular risk assessments to ensure that all potential risks are identified and subsequently controlled. This will be in accordance with the following:
• The identification of all potential risks
• Evaluation of the adequacy of existing health and safety measures
• Implementation of action in areas of deficiency

Training
To carry out risk assessment correctly and appropriately all staff employed at Maidstone Football Club will undertake risk assessment training generally and specifically in relation to:
• Manual handling and lifting techniques
• Fire Prevention
• Control of Substances Hazardous to Health Regulations (COSHH 1994)
In addition, all players will be subject to periodic simulated fire and bomb alert procedures. This will ensure that all parties are aware of their roles and responsibilities in the event of such an occurrence.
This will be implemented in accordance with the following
• when working practices change
• when job roles change
• when new equipment/technology is introduced

Health and Safety Representative
A nominated member of Worcester Rugby Football Club staff will be responsible for overall health and safety in the workplace. They will be the point of contact for anyone as detailed who identifies a potential health and safety risk or any area where there may be cause for concern.

Safe Equipment and Systems
As part of their responsibilities, the Health and Safety Representative will carry out regular inspections to the Maidstone Football Club premises against a specified checklist which will include items such as access and egress, fixtures and fittings etc. Any irregularities or concerns will then be reported to the Health and Safety representative.
Regular servicing and checking of machinery will be carried out by those who installed the equipment and against their own operating guidelines. The Health and Safety Representative will have a copy of servicing intervals and will monitor these for action.

Monitoring and Review
The Health and Safety Policy will be monitored by regular inspections of areas by the Health and Safety Representative. Health and Safety Policy and Procedures will be reviewed by the Health and Safety representative on an annual basis. Any changes to the health and Safety Policy will be brought to the attention of all parties.

Communicating the Health and Safety Policy
Players, spectators and visitors
Players, spectators and visitors will be provided with appropriate information on health and safety risks via the Health and Safety Policy which will be displayed in a prominent place.
Contractors
Contractors will be assessed against their ability to undertake specified tasks safely by interview and inspection of their own health and safety policy. Contractors will have the requirements of Worcester Rugby Football Club's own health and safety policies incorporated into contractor agreements.

First Aid

Worcester Rugby Football Club will provide sufficiently qualified first aid personnel with the appropriate resources to enable first aid to be administered.

Reporting Accidents

It is the Worcester Rugby Club policy that all accidents which conform to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR 95) are reported on the accident record book. An accident book will also be completed for every accident involving personal injury.

Worcester Rugby Football club is committed to the Health and Safety of all who work, visit and take part in all activities at the club