



Part 1: Statement of intent

This is the health and safety policy statement of:

Churchdown Club Limited

Our Health and Safety policy is to:

- prevent accidents and cases of work-related ill health
- manage health and safety risks in our workplace
- provide clear instructions and information, and adequate training, to ensure employees are competent to do their work
- provide personal protective equipment
- consult with our employees on matters affecting their health and safety
- provide and maintain safe equipment
- ensure safe handling and use of substances
- maintain safe and healthy working conditions
- implement emergency procedures, including evacuation in case of fire or other significant incident
- review and revise this policy regularly

Signed on original

19/09/19

Signed

Date

J.E.Sleep, OBE

19/09/20

Print

Review date

Part 2: Responsibilities for health and safety

1. Overall and final responsibility for health and safety:

Janis Sleep, Secretary Churchdown Club Limited

2. Day-to-day responsibility for ensuring this policy is put into practice:

Tracy Constant, Bar Manager

3. To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

Ian Wilcock and Janis Sleep – safety, risk assessments, consulting employees, accidents, first aid and work-related ill health

Janis Sleep and Tracy Constant – monitoring, accident and ill-health investigation, emergency procedures, fire and evacuation

Janis Sleep and Tracy Constant – maintaining equipment, information, instruction and supervision, training

Kate Jakubowski – kitchen and food hygiene, equipment use and training

4. All employees should:

- co-operate with supervisors and managers on health and safety matters;
- take reasonable care of their own health and safety; and
- report all health and safety concerns to an appropriate person (as detailed above).

Part 3: Arrangements for health and safety

Risk assessment

- We will complete relevant risk assessments and take action.
- We will review risk assessments when working habits or conditions change.

Training

- We will give staff health and safety induction and provide appropriate training (including manual handling).
- We will provide personal protective equipment where necessary.
- We will make sure suitable arrangements are in place for lone workers.

Consultation

- We will consult staff routinely on health and safety matters as they arise and formally when we review health and safety.

Evacuation

- We will make sure escape routes are well signed and kept clear at all times.
- Evacuation plans are tested from time to time and updated if necessary.