

HEALTH AND SAFETY POLICY

The **Committee** has adopted the following measures to ensure, as far as reasonably possible, the health and safety of the Society's Members, Guests and third parties while participating in any events and activities organised or formally attended by the Society, and all persons lawfully using the Society's premises, boats and equipment.

HEIRARCHY OF RESPONSIBILITIES

1. The Committee.

The Committee has overall responsibility for the formulation and application of its Safety Policy.

2. Safety Officer

The Committee has appointed a **Safety Officer**, reporting to the Committee, to undertake Risk Assessments and formulate and supervise the application of appropriate safety measures for Society activities, premises, boats and equipment. These generic documents form the basis upon which individual Risk Assessments for specific events are formulated.

3. Event Organisers

The Committee will appoint or endorse an **Organiser** for every Society activity, who is required to liaise with the Safety Officer in amending the relevant generic Risk Assessments to take account of any additional risks and control measures associated with a particular event; to ensure that all participants are aware of the required safety measures; and to supervise their application.

Rules and safety precautions imposed by Navigation Authorities, Owners of event waters or sites, and the Organisers of external events attended by the Society, must also be fully observed. Where these differ from those of the Society, the higher level of precaution will take precedence.

4. Members

Members and their Guests participating in events and activities organised or formally attended by the Society, whether using the Society's boats and equipment or their own, will be required to observe any safety measures specified within the relevant Risk Assessments. The owner of a boat, if present, will be deemed to be the person in charge responsible for complying with this requirement. While the Society has no jurisdiction over its Members while boating privately and separately from the Society, nevertheless Members are advised and encouraged to observe the same standards of safety as would apply to a Society activity.

SAFETY EQUIPMENT

The Committee provides Safety Equipment (together with notices and/or printed instructions as appropriate) such as First Aid Box and Fire Extinguishers suitable for use in its premises; and

Lifejackets or Buoyancy Aids, First Aid Kit and all appropriate boat equipment aboard Society-owned boats.

INFORMATION AND ADVICE

Consistent with the existing aims of the Society, the Committee provides Safety information and advice to Members, and encourages the observation of the same level of Safety practice in their private boating activities as are required under Society auspices. Members are encouraged to consult the Safety Officer for advice on any relevant matters.

Copies of all Risk Assessments, Safe Operating Procedures and other relevant documents are available for reference by Members at Port Fonty or by email from the Safety Officer.

The following **Risk Assessments** and **Safe Operating Procedures** are available :-

	Risk Assessment	Safe Operating Procedures
1. Port Fonty	Y	N (Various related titles in preparation)
2. Waterborne Activities	Y	N (in preparation)
3. Use of Boat Lift	Y	Y
4. Use of Trailers	Y	Y
5. Use of Ladders	Y	Y
6. Winter Walks*	Y	N

*(to be incorporated into new title "Activities Ashore")

Externally produced documents

Waterborne diseases

Manual Handling

In preparation

Safe Operating Procedures:

(PF): Shutter door, Suspended boats, Boat movement ashore, Electricity and power tools, Paint and chemicals (COSHH), Housekeeping, Fire, First Aid, Toilet and washing facilities.

(General) Activities ashore.

Cliff Colborne: Health and Safety Officer. February 2014.