

Action on Climate in Teignbridge CIC

Health and Safety Policy

Version 1. Approved by the Board

1. Context

This health and safety policy is designed for use until Action on Climate in Teignbridge CIC (ACT) employs staff. BB Meanwhile, this policy describes its approach to protecting members, contractors, volunteers and the public.

2. Overview

Our health and safety policy is to:

1. provide our directors, co-ordination group members, contractors and volunteers with appropriate information, instruction and supervision to ensure their safety and meet legal requirements, including through preparation of risk assessments,
2. provide adequate control of the health and safety risks arising from events or other activities we organise or oversee, in particular by ensuring a risk assessment is completed in respect of each activity, and its contents communicated to volunteers participating in it. In particular, activities undertaken by Wildlife Wardens and Carbon Cutters will always have risk assessments completed in advance.
3. consult with our directors and volunteers on matters affecting their health and safety,
4. ensure all volunteers are competent to do their tasks and provide adequate training,
5. ensure any equipment which ACT provides to our directors and volunteers is safe and well maintained,
6. prevent accidents and cases of physical or mental ill-health related to the activities directors and volunteers organise or undertake,
7. maintain safe and healthy working conditions, and
8. review and revise this policy as necessary, at regular intervals.

3. Roles and responsibilities

1. Overall and final responsibility for health and safety lies with the Board.
2. Day-to-day responsibility for ensuring this policy is put into practice will lie with:
 - a. the director or co-ordination group member allocated this responsibility, and
 - b. in respect of any particular activity, the co-ordination group member, contractor or volunteer overseeing it.
3. All volunteers have a responsibility to:
 - a. co-operate with directors on health and safety matters;
 - b. take reasonable care of their own health and safety, and
 - c. report all health and safety concerns to the appropriate person (listed above).

4. Arrangements for health and safety

The board shall ensure that:

1. appropriate and timely arrangements shall be put in place in respect of risk assessment, training and consultation, and

2. each arrangement is reviewed by any director or coordination group member responsible for it, or by the coordination group. r.