Dentdale Memorial Hall - Health & Fire Safety Information

The Dentdale Memorial Hall Trustees are committed to ensuring the health, safety and welfare of all employees, volunteers, Hirers, visitors and users of the hall.

The Dentdale Memorial Hall Trustees, along with employees/volunteers at the Hall, aim to provide a safe environment by:

a) Ensuring compliance with health and safety laws
b) Regularly updating and reviewing our Health & Fire Safety Information forms.
c) Providing necessary resources for health and fire safety measures and ensuring these are appropriately tested and maintained.
d) Conduct regular risk assessments to update, name and mitigate potential hazards. Records of assessments will be maintained and reviewed annually or after significant changes.

Fire Safety:

e) Ensuring that all Fire Exits are clearly marked and kept unobstructed.
f) Maintaining and regularly testing fire extinguishers and alarms.

Health & Safety:

g) Providing a fully stocked first aid kit will be available.
h) Providing emergency contact numbers.
i) PAT testing all electrical equipment annually and removing faulty equipment from use immediately.
j) Maintaining adequate lighting throughout the premises.
k) Storing any hazardous substances securely and ensuring they are used safely.
l) Keeping floors and walkways clear of hazards.

We ask that all Hirers and Users:

a) Take reasonable care for their own safety and that of others
b) Ensure that they know the location of and use equipment safely and appropriately (including First Aid kits and Stopcocks) and that they know the location of the nearest emergency treatment centre).
c) Do not bring untested electrical items into the hall.
d) Follow the halls Conditions of Hire and report any issues on specific issues detailed below:

Fire Safety: The Hirer must call the Fire Brigade to any outbreak of fire, however small and alert the caretaker Ian Mitchell on 07530602234 immediately. By signing this form, you acknowledge that you have read the Hall's Health & Fire Safety Information, including emergency evacuation routes. In advance of any activity, you must check that all fire exits are unlocked and free of obstruction and that there are no fire hazards on the premises. Highly flammable substances and unauthorised heating appliances must not be used on the premises.

Incident Reporting: in the event of any incident, accident or near miss, this must be reported using the Incident Reporting form in the Hall or on our website and shared with the Dentdale Memorial Hall trustees within 10 days of the incident occurring.