

Health & Safety Policy

Introduction

The following Health & Safety Policy and Procedures are in place to ensure that everyone that uses/hires/visits or works at the WCCVH does so safely.

Anyone who notices anything they feel is of concern should let a Committee Member know.

A Health & Safety Risk Assessment may be required from a person working at or hiring the Hall. This will be asked for when the Committee feels our own Risk Assessment does not adequately cover the nature or the work being done or the event being held.

Our Responsibilities

We have a responsibility to maintain the WCCVH premises and make sure they are fit for purpose and pose no evident dangers. We have a responsibility to comply with all Health & Safety regulations including:

- Asbestos
- Hazardous/Toxic Substances
- Flammable Substances
- Fire
- First Aid
- Food and Hygiene

Health & Safety Procedure

1. The WCCVH has a general Health & Safety Risk Assessment Policy and specific Health & Safety Risk Assessment forms are completed for Events organised either by the WCCVH Committee or hirers.
2. Committee members, volunteers, hirers and anyone working at the Village Hall will also be asked to read (on the website) the Health & Safety Policy and the Safeguarding Policy & Procedure.
3. A hard copy of the Health & Safety Policy and the Safeguarding Policy is available on request.

All Policies and Procedures will be amended/updated by the Committee as necessary and a formal review to take place every two years.