

STOKE FLEMING BOWLING CLUB

Health & Safety Policy Statement

The Health & Safety Officer must inform all Club Members of their responsibilities and duties under the Health & Safety at Work etc Act 1974 and the accompanying protective legislation.

All Club Members must endeavour to meet the requirements of this legislation to ensure that they maintain a safe and healthy environment.

The Club as far as is reasonably practicable, has the duty to ensure the following:

- To provide and maintain a safe environment, safe systems and activities, safe equipment and a healthy and safe operational environment.
- To ensure that hazards are identified, and regular assessments of risks are undertaken.
- To provide information, instruction and training as is necessary to ensure members and visitors are assured of a safe and healthy environment.
- To promote the awareness of health and safety and encouraging health and safety best practice throughout the Club's activities.
- To provide access to adequate first aid facilities, telephone and qualified first aider at all reasonable times
- To record any injuries or accidents sustained during any club activity or whilst on the club premises.
- To undertake regular, recorded risk assessments of the Club's premises and all activities undertaken by the Club.
- To ensure The Club is taking the appropriate protective and preventative measures.

As a Club Member you have a duty to:

- Take reasonable care for your own health and safety and that of others who may be affected by what you do or do not do.
- Co-operate with the Club on health and safety issues.
- Correctly use all equipment provided by the Club.
- Not interfere with or misuse anything provided for your health, safety or welfare.

CLUB HEALTH & SAFETY OFFICER:

John Haynes

FIRST AID:

Location of first aid facilities:

Left hand side of main Clubhouse door.

Location of defibrillator:

The Green Dragon Pub, Church Road, Stoke Fleming

Nominated person for maintaining First Aid supplies:

The Health & Safety Officer

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FIRST AIDERS: **To be appointed**

Mobile telephones will be available during all matches.

Risk assessments have been carried out by the Health & Safety Officer who has issued the following brief instructions/notes: -

Avoidance of slips and falls during activities.

- Members should keep internal floors clean, and clear of unnecessary paraphernalia that might cause an accident.
- Members and visitors are advised to take care on walkways and surrounds and special care when stepping onto or off the green.
- Members must wear suitable foot apparel whilst bowling. i.e. bowling shoes or flat soled shoes approved by the Club.

Incorrect use of electrical and other equipment.

- Competent, qualified contractors maintain all fixed electrical equipment.
- Members must take care when using electrical equipment and ask the Health & Safety Officer if they are not sure.
- Members should not use damaged or suspect equipment; it should be reported immediately to the Health & Safety Officer and / or a Committee Member.

Incorrect lifting moving and stacking equipment.

- Assistance should be sought when lifting, moving heavy furniture or other equipment.
- Do not lift beyond your capability.
- Bowls and all other equipment must be stored safely.

Use of Green Maintenance Machinery.

- All machinery to be serviced annually or by agreed hours of use.
- Only authorised persons allowed to operate machinery as determined by the Head Greenkeeper.

Avoiding the risk of fire.

- Members and others are instructed and must conduct their activities in a way to minimize the risk of fire; they have a duty to report immediately any fire, smoke, or potential fire hazards.
- Members and others are instructed in Fire Emergency procedures, exit routes and assembly points.
- Firefighting equipment is installed and maintained by specialist contractors.

Food Hygiene

- All foods are stored and prepared in accordance with **“Food Safety and Hygiene Regulations” (England) 2013**. This includes ensuring the kitchen is clean and hands are washed.

Review Date: March 2027