

Faith Movement CIO

Health and Safety Policy

The Faith Movement Charitable Incorporated Organisation (hereinafter referred to as “the Faith Movement”) is a charity registered in England, number 1188137.

1. Introduction

The Faith Movement’s Board of Trustees has overall responsibility for health and safety in the organisation, and for ensuring that it fulfils all its legal responsibilities. It recognises that it is the duty of Trustees, members and volunteers to uphold this policy.

The Board of Trustees is committed to ensuring that all Faith Movement activities are safe and it will do whatever it can to provide for the health, safety and welfare of all volunteers, members and event participants ensuring that risks to volunteers, members, visitors and participants is minimised at all times.

The Faith Movement will observe the Health and Safety at Work Act 1974 and all relevant regulations and codes of practice made by it.

This policy will be reviewed annually by the Board of Trustees.

2. The Faith Movement’s Responsibilities

The Board of Trustees will appoint from amongst themselves, someone responsible for the implementation and monitoring of health and safety policies and recommending changes where necessary. This person will investigate all accidents or unsafe incidents on behalf of the Board of Trustees as soon as possible and will then report to the Trustees at their next meeting.

When the Faith Movement hires conference facilities, it will confirm that such facilities are compliant with current Health and Safety regulations. Such compliance includes:

- Ensuring that venues or vehicles used for events are safe and without risk to health, including safe ways of entering and leaving;
- Ensuring that equipment is safe and well maintained;
- Ensuring that emergency procedures are communicated and adhered to;
- Providing information, instruction, training and supervision to volunteers in safe working methods and procedures as required.

Over and above this, the Faith Movement is responsible for:

- Assessing the risk to the health and safety of volunteers, members and event participants and identifying what measures are needed to comply with its health and safety obligations;
- Encouraging volunteers and members to co-operate in ensuring safe and healthy conditions and systems by effective joint consultation;

3. Volunteer Responsibilities

All Faith Movement volunteers will ensure that:

- They are aware of the contents of this safety policy;
- They comply with this policy;
- They take care of themselves and others who may be affected by their actions or omissions;
- They will report all accidents, or unsafe situations, and any near misses (things which could have led to an accident), to the Event Organiser who will inform the Trustee responsible for health and safety;
- They record accidents or near misses at work in the accident book kept by the Event Organiser;
- They are aware of all fire procedures for the area in which they are working;
- They will report anything which they think could be in any way unsafe.

4. Risk Assessments

The Event Organiser will ensure that all premises and tasks are assessed in line with the current relevant legislation. Assessments will be repeated when there is a(n):

- event to organise (including transport to/from the event);
- change in legislation

- change of premises
- significant change in work carried out
- transfer to new technology

or any other reason which makes original assessment not valid.

5. Training

To comply with legislation and to promote the health, safety and welfare of volunteers and event participants, health and safety training will be provided as follows:

- at inductions
- on the introduction of new technology
- when changes are made to venues
- when training needs are identified during risk assessments.

6. Resolving health and safety problems

Any volunteer with a health and safety concern must first tell the Event Organiser. If, after investigation, the problem is not corrected in a reasonable time, or the Event Organiser decides that no action is required but the volunteer is not satisfied with this, the volunteer may then refer the matter to the Trustee responsible for health and safety. This must be done in writing.

If the volunteer is still dissatisfied, the matter will be entered on the agenda for the next meeting of the Board of Trustees.

Adopted 19th May, 2021.....

Review May 2023.....

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