

## Health and Safety Policy Statement

The following is a statement of Elmsett and Aldham Village Hall and Recreational Ground with regard to the general health and safety policy in accordance with section 2 of the Health and Safety at Work Act 1974.

It is the policy of Elmsett and Aldham Village Hall and Recreational Ground to ensure so far as is reasonably practicable, the health and safety of any persons who may be affected by our undertakings.

Elmsett and Aldham Village Hall acknowledges that the key to successful health and safety management requires an effective policy, organisation and arrangements, which reflect the commitment of all its committee members. To sustain that commitment we will continually measure, monitor and revise where necessary as part of an annual plan to ensure that health and safety standards are adequate.

The Chairman, in conjunction with advice from the H & S representative, will implement the Management committee's health and safety policy and recommend any changes to meet new circumstances or as a consequence of an incident which requires more safeguards to be adopted.. Any changes will be communicated to all interested parties. The Village Hall Committee recognises that successful health and safety management requires adequate finances and resources where necessary which are reasonable and cost effective.

The Management Committee of Elmsett and Aldham Village Hall looks upon the promotion of health and safety measures as a mutual objective for themselves and the hall users. It is therefore, the policy of the committee to do all that is reasonably practicable to prevent personal injury and damage to property. Also, the Management Committee aims to protect everyone, including visitors and members of the public, insofar as they come into contact with the Village Hall or its activities, from any foreseeable hazard or danger.

All users have duties under the Health and Safety at Work Act 1974 and they are informed of their personal responsibilities to take due care for the health and safety of themselves and to ensure that they do not endanger other persons by their acts or omissions. They are also informed that they must cooperate with the Management Committee of the village hall in order that it can comply with the legal requirements placed upon it and in the implementation of this policy.

The Management Committee will ensure a systematic approach to identifying hazards, assessing the risk, determining suitable and sufficient control measures and informing the users of the correct procedures which should be applied to any health and safety tasks.

The Management Committee will provide, so far as is reasonably practicable, a safe place and procedures for the safe handling of materials and substances, the provision of adequate

## Health and Safety Policy Statement

safety equipment and ensure that appropriate information, instruction, training and supervision is given.

Users of the hall, be they Regular Users or hirers for single events have the same responsibilities and duty of care with regard to the Health and Safety Policy of Elmsett and Aldham Village and Recreational Ground

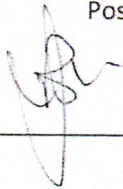
Review date: 29/01/2025

Approved By:

Name: R F Scott

Position: Chairman

Signature: \_\_\_\_\_

A handwritten signature in black ink, appearing to be 'R F Scott', is written over a horizontal line. The signature is stylized and cursive.