

GREYSOUTHEN PARISH COUNCIL

HEALTH AND SAFETY POLICY

This Policy is a written safety procedure statement required by Greysouthen Parish Council under the Health and Safety at Work Act 1974.

The aim is to ensure the health and safety of parishoners, visitors and other contractors whilst ensuring that there is no damage done to the parish property or equipment.

Any activity jeopardising the Health and Safety of any persons will be treated as a serious matter.

The telephone number of the Health and Safety executive is 08701 54550

The telephone number of Allerdale Borough Council Environmental Health Officer is 01900 702702

The telephone number of the nearest medical centre is 01946 693181

General

- Any person using any Parish Council premises should be aware of Fire Drill procedure.
- Anything representing any danger must be reported to the Parish Council (Clerk – Barbara Lamb 07425792995
- Any accident must be reported to the designated person on the Parish Council so that it can be recorded and if necessary reported to the Health and Safety department (Clerk – Barbara Lamb 07425 792995
- First Aid equipment should be available in Parish properties
- In all places of work and where the public have access, the access should be kept clear from any obstruction

Reportable accidents are:

- a. Death as a result of an accident**
- b. Any persons suffering from any of the injuries listed in the RIDDOR booklet**
- c. Any occurrences listed in the Appendix of the RIDDOR booklet**
- d. Injury which causes incapacity for more than three days**

Maintenance of Equipment and Property

- All work must be carried out by a qualified contractor
- All work must be subject to three quotations
- Each contractor should produce their Public Liability certificate and a copy should be retained for Parish records.
- All electrical or gas appliances and fire extinguishers should be inspected annually and the relevant certificates kept for inspection

Monthly Inspections

- All play areas
- Seats within the Parish Boundary

Village Hall

The Parish Council is responsible for the Risk Assessment applicable to the Village Hall

Risk Assessment

Seats and Play areas in the Parish

Identification of hazard – risk due to design, maintenance and repairs

Who may be harmed – persons residing in the village and visitors

Risks presented

Injury due to design of seats Low

Injury due to poor maintenance and repair Low

Control measures – ensure that seats and play equipment are checked on a regular basis for wear and tear and also to check the surrounding area for “foreign objects”

RECOMMENDATION

The Parish Council should ensure that all Seats and Play equipment are properly maintained and cleaned and painted where deemed necessary

Signed

Dated