

Policy statement

Part 1: Statement of intent

This is the health and safety policy statement of:
PLASTIC FREE EASTBOURNE Community Interest Company

Our health and safety policy is to:

- prevent accidents and ill health arising from volunteering activity
- manage health and safety risks during volunteering activity/ events
- provide clear instructions and information, and adequate training, to ensure that volunteers are able to carry out their volunteering activity safely and competently
- loan out appropriate protective equipment as necessary eg gloves and litterpickers
- maintain safe and healthy volunteering conditions
- implement emergency procedures in the case of a significant incident
- consult with our volunteers on matters affecting their health and safety
- review and revise this policy regularly and at least every two years

Signed: *Oliver Sterno*

Date: 15th December 2021

Print name: Oliver Sterno

Review date: December 2023

Part 2: Responsibilities for health and safety

1 Overall and final responsibility for health and safety:

Oliver Sterno ~ Community Leader

2 Day-to-day responsibility for ensuring this policy is put into practice:

Oliver Sterno ~ Community Leader

Sue Dixon ~ Deputy Community Leader

3 To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

Oliver Sterno and Sue Dixon: safety, risk assessments, accidents, first aid and ill health relating to volunteering , consulting volunteers, accident and ill-health investigation, emergency procedures, monitoring, information, instruction and supervision, training.

Oliver Sterno: provision of safety equipment,

4 All employees should:

- co-operate with supervisors and managers on health and safety matters;
- take reasonable care of their own health and safety; and

- report all health and safety concerns to an appropriate person (as detailed above).

Part 3: Arrangements for health and safety

Risk assessment

- We will complete relevant risk assessments and take action
- We will review risk assessments when working habits or conditions change

Training

- We will give volunteers health and safety induction and provide appropriate training.
- We will make sure appropriate arrangements are in place for those who work remotely.

Consultation

- We will consult volunteers routinely on health and safety matters when they arise and formally when we review health and safety.

Evacuation

- We have no premises but if volunteering activity takes place in an indoor location such as a shopping centre, we will ensure the volunteers are aware of evacuation procedures.