



Health and Safety Policy Statement

Part 1 : Statement of Intent

This is the health and safety policy of Warley Woods Pacers

Our H&S policy is to

- Prevent accidents
- Manage health and safety risks for club sessions
- Provide clear instructions and information and adequate training to ensure club coaches and leaders are competent to carry out their role as volunteers
- Consult with club members on matters affecting their health and safety
- Ensure safe handling of training equipment/aids where relevant
- Provide clear instructions and information to club members and visitors to club sessions
- To keep up to date records relating to health and safety
- Review and revise this policy regularly

Signed J.Butler

Date 05.04.2023

Print name Jason Butler

Review date 05.04.2025

Part 2 : Responsibilities for health and safety

1 Overall and final responsibility for health and safety

- At Warley Woods Pacers the Vice Chair will have overall responsibility for health and safety and will ensure that the health and safety policy is reviewed in the timescales agreed by the committee.

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

- A copy of the health and safety policy will be available to all committee members and coaches/leaders responsible for club sessions. Copies of risk assessments are sent to the coaching team.

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

- The vice chair will take responsibility for ensuring health and safety standards are maintained and takes responsibility for reviewing club Risk Assessment documents

- The club Welfare Officers maintain the club accident book and are responsible for recording any accidents that take place during club sessions. They will ensure that accidents will be reported at a higher level if appropriate.

4 Responsibilities of all club members

- All members of the club are responsible for ensuring they have completed up to date membership application forms which include all details regarding any medical conditions/ prescribed medication taken that may affect their health when participating in club activity in order that coaches/leaders facilitating sessions are aware.
- All members should make the membership secretary aware of any changes in their medical condition.
- All members take personal responsibility for their health and safety when participating in club sessions.
- All members should read the individual Risk Assessments which provides practical information-eg wearing appropriate hi-viz gear at night, informing the coach/leader that they have to withdraw from a session early-in order they are up to date with club H&S requirements.
- All members are responsible for adhering to the club code of conduct.

Part 3 : Arrangements for health and safety

Risk Assessments

- The Vice Chair, with the assistance of committee members, is responsible for the completion of club Risk Assessments and ensure that all Risk Assessments are reviewed on a regular basis.

Training

- Committee members/Coaching team will be made aware that there are courses available on the EA website.
- Volunteers, coaches and leaders will be provided with current risk assessments
- Coaches/leaders will provide health and safety information to runners at the start of any sessions and will request that any injuries are disclosed prior to the session starting.

Consultation

- Club members will be consulted routinely on health and safety matters as they arise and formally when we review health and safety

- H&S will be discussed at committee meetings

Evacuation

- The club does not occupy any buildings but in the event that the club should use a building or premises for a meeting or activity we will ensure that evacuation routes are identified at the start of the meeting or activity. This will be in line with the fire safety advice provided by the venue.

Date policy agreed by committee 28.05.2022 – updated 05.04.2023

Chairperson Name Angela Power Signed A. Power Date 05.04.2023

Vice Chair Name Jason Butler Signed J. Butler Date 05.04.2023