

AFC Oldham (2005)
Health and Safety Policy

INTRODUCTION

This document lays down our aims and objectives in the important area of health and safety. It sets out, in broad terms, how to implement these aims and objectives. All volunteers, players, club officials and other individuals associated with the club must co-operate in this endeavor.

The policy statement will be available for all volunteers, players, club officials and other individuals associated with the club to read. It incorporates our general approach towards compliance with all health and safety legislation (including the management of health and safety at work regulations).

AIMS OF THE POLICY

1. To conduct all of our undertakings so as to avoid, or control to an acceptable level, risks to the health or safety of all our club members, all users of our services, all members of the general public who are exposed to our activities and all other people who work on, or visit, our premises and/or events including fixtures.
2. To create and maintain a positive health and safety culture within all areas of our organisation, so that there is a continuous, cost effective, improvement in our health and safety performance.

These aims will be pursued regardless of whether the particular services which form part of the organisation's undertakings are performed by our members, or by outside contractors/partners acting for us.

These aims will be borne in mind in all policy and operational decisions made by the organisation, especially in relations to the adequate provision of resources. It is recognised that club officials could render themselves liable under criminal health and safety law should they place requirements upon players and other members that are contrary to this policy.

OBJECTIVES OF THE POLICY

The organisation expects, and requires, every one of its departments to work towards achieving the following objectives in the field of health and safety.

1. To comply always with the Health and Safety at work etc act 1974 and the Management of Health and Safety at Work regulations 1999 and all other relevant statutory provisions, including health and safety approved codes of practice and guidance and relevant fire safety legislation.
2. To effectively identify all significant hazards arising from our activities, to assess all the resultant risks to the health and safety of our club members, guest/customers and other people and to develop the appropriate preventive and protective measures necessary to control these risks.
3. To effectively plan, organise, implement, control, monitor and review the preventive and protective measures.
4. To establish, and where necessary implement, appropriate emergency procedures to be followed in situations of serious and imminent danger. In this respect to co-operate and co-ordinate with the emergency services.
5. To provide and maintain suitable and safe vehicles, equipment and systems of work.
6. To provide club officials with adequate health and safety training and supervision, and to take account of club members capabilities as regards to health and safety matters when assigning tasks to them.
7. To provide club members with comprehensible information on health and safety risks and identified by assessments and on the preventive and protective measures necessary to control these risks.
8. To ensure safety, health and fire risks in connection with the use, handling and storage of articles and substances.
9. To provide a safe place of work and a healthy working environment.
10. Where appropriate on health and safety grounds, to ensure that club members are provided with, and use, suitable personal protective clothing or equipment. Also, to make adequate arrangements for the storage and maintenance of such personal protective clothing and equipment.
11. Where beneficial to the prevention of work-related illnesses or ill health conditions, to provide club members with appropriate health surveillance.

ORGANISATIONAL RESPONSIBILITIES

1. Will ensure that there is an effective policy for health and safety which is kept up to date within the organisation.
2. Will ensure that relevant risks are assessed and will make available sufficient funds to allow for the appropriate control of these risks.
3. Must ensure that implementation of the policy and fully support all persons who carry out the policy.
4. Will have the responsibility of discharging the organisations duty, under section 2(3) of the Act, of bringing general statement of health and safety policy and the organisation and arrangement for the carrying out of that policy to the notice of the employees in their departments.

SUPERVISORY MEMBERS

1. Will undertake risk assessment and draw up safe systems of work for their areas of responsibility.
2. Will fully familiarise themselves with the safety policy and the organisation and ensure that all people in their charge comply with the safety policy at all times.
3. Will ensure that all accidents are recorded, that they are investigated and accident reports are completed promptly and returned to the administration section.
4. Will ensure that people in their charge are aware of the procedures to be adopted in the event of a fire or other foreseeable emergency.
5. Will ensure that people in their charge know the whereabouts of first aid facilities.
6. Will ensure, where reasonably practicable, that adequate supervision is available at all times for club members on their charge.
7. Will devise safe working practice for tasks under their control and will ensure that only safe working practices are used, in order to provide maximum safety for all people in their charge.
8. Will brief all players and volunteers on health and safety procedures and policies.
9. Will maintain good housekeeping standard in their sections/sites at all times.
10. Will ensure that any health and safety problem, which cannot be resolved by themselves, is raised quickly with the head of health and safety or their appropriate lead officer.

NEW CLUB MEMBERS

1. Be inducted in all relevant health and safety requirements before working unsupervised.
2. Ensure that they have read and fully understand instructions in the event of fire or other serious or imminent danger.
3. Familiarise themselves with the organisations accident and near misses reporting procedure.