



HEALTH AND SAFETY ARRANGEMENTS WITHIN THE ORGANISATION

Author:	H&S (JL)	March 2017
Approved by:	Committee	31st May 2017
Ratified by:		
Date Due: March '19	Review Responsible: H&S Officer	

PURPOSE OF THIS POLICY

This policy identifies responsibilities, arrangements and local procedures relating to health and safety adopted by Bowbrook Archers.

STATEMENT OF INTENT

As Chairman, I acknowledge the commitment of Directors and Committee Members to providing a healthy and safe environment for all archers, visitors and volunteers.

We will endeavour to do this by safeguarding, as far as is reasonable practicable, the health, safety and welfare of all people using the facilities of the club and to provide an environment which is without risk to health for all people using the premises owned by us.

We recognise our obligations to meet all relevant legislative requirements pertaining to health and safety which apply to our organisation.

We adopt the guidance issued by Archery GB and expect all club members to comply with this and participate in archery in a safe manner following safe working practices identified to them.

Signed.......... o.b.o Sam Dixon (Chairman)

Date.....1st June 2017.....

HEALTH AND SAFETY ARRANGEMENTS WITHIN THE CLUB

STAFF ADVICE

Health and Safety advice is available from the clubs Health & Safety Advisor, Mr. John Leach who is qualified to fill this role.

The club may also obtain professional advice from third parties who are qualified to supply it.

RISK ASSESSMENTS

The club shall ensure that hazards are identified and appropriate risk assessments carried out.

Copies of all risk assessments shall be included on the clubs website and hardcopies kept in the clubhouse.

Within the club, organisers of shoots/ events are responsible for ensuring specific risk assessments are carried out. This task may be delegated to others as long as they have suitable experience and training.

Prior to any new task or new equipment being used a suitable and sufficient risk assessment should be undertaken and all those involved made aware of the result.

TRAINING

Beginners to Archery shall only be allowed to shoot under supervision.

The club organises beginner's courses at regular intervals.

The club also organises all shooting within the guidance of Archery GB, the sport's governing body.

COMMUNICATION ON HEALTH AND SAFETY ISSUES

The club shall disseminate health and safety information to all members via notice boards and its website.

It is the responsibility of members of Bowbrook Archers to report hazards or incidents using the clubs incident reporting form following the procedure detailed on it. Forms are available from the clubs website and in the clubhouse health and safety folder.

FIRE SAFETY

The club will obtain necessary advice regarding Fire Safety from the local Fire Service in St. Michaels Street, Shrewsbury.

CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH (COSHH)

In the unlikely instance of hazardous substances being used or stored on club premises suitable and sufficient assessments will be called out.

WASTE DISPOSAL

All waste will be disposed of in line with current local authority policy.

YOUNG ARCHERS

Junior Members must be under parental supervision at all times unless the committee agrees that such supervision is no longer necessary.

The Club has a Safeguarding Officer and all Coaches are checked regarding criminal records via Archery GB using the Disclosure and Barring Service.

FIRST AID

A First Aid Box is kept in the Club House.

The club secretary shall maintain a register of all members who have received first aid training.

BUILDING & EQUIPMENT MAINTENANCE

The club accepts its responsibility to maintain buildings and equipment supplied by them in good order.

SMOKING

Bowbrook Archers operates a no smoking policy within buildings.

End/ ...policy within buildings.