

Lincolnshire Parent Carer Council

Registered Charity No: 1141060

LPCC HEALTH AND SAFETY POLICY

All who work or volunteer for Lincolnshire Parent Carer Council are encouraged to read this policy and consider how they can contribute to achieving its aims.

GENERAL STATEMENT OF HEALTH AND SAFETY POLICY

The LPCC recognises that good health and safety management supports the delivery of our services to the people of Lincolnshire.

LPCC is committed to providing and maintaining a healthy and safe working environment for all its volunteers, and in ensuring that their work does not adversely affect the health and safety of other people such as other volunteers or service users

In order to achieve this aim the LPCC has the following key objectives:

- as a minimum, to comply with requirements of relevant legislation;
- to identify hazards (the potential for harm), assess risks (the likelihood of that harm being realised) and manage those risks;
- to ensure that volunteers are adequately informed of the identified risks and where appropriate receive instruction, training and supervision;
- to consult with employees' representatives on health and safety matters;
- to provide and maintain safe and healthy premises and work equipment;
- to ensure that volunteers are competent to do their tasks, providing training where necessary;
- to maintain appropriate health and safety management systems and arrangements;
- to monitor and review the effectiveness of the safety management systems and arrangements and where appropriate implement improvements.

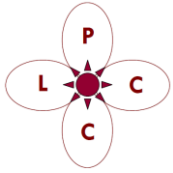
ORGANISATION AND RESPONSIBILITIES

The Committee shall:

- Provide strategic direction and endorse health and safety strategies.
- Ensure that robust health and safety management systems, arrangements and organisations exist.

Trustees together with the Committee are responsible for establishing their own organisation for:

- producing a Health and Safety Policy that supports the H&S Objectives, bringing this to the attention of Volunteers and revising as necessary to ensure that it remains valid;
- identifying the hazards and relevant legislation applying to their activities and assessing the associated risks;
- planning and implementing arrangements to eliminate or control significant risks and to comply with the relevant legislation;
- monitoring the above arrangements to ensure that they are working effectively;
- recording the significant findings of their risk assessments in an appropriate manner;
- ensuring volunteers are competent in health and safety management techniques.
- ensure that volunteers are involved and consulted on relevant health and safety matters in good time and ensure that their views are considered;



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- reviewing the health and safety performance of the LPCC at regular intervals
- reporting to the Chair of any situation where the standards set out in the LPCC's General Statement of Health and Safety Policy cannot be implemented.

- ensure all work related hazards are identified and suitable and sufficient risk assessments are undertaken;
- develop local procedures and safe working practices in line with risk assessments;
- ensure that volunteers have adequate levels of competency to complete their work tasks safely;
- ensure that local health and safety systems are maintained;
- report and investigate incidents as necessary.

All volunteers are responsible for:

- taking reasonable care of their own health and safety and that of others affected by their acts or omissions;
- cooperating with the management committee so far as is necessary to enable the risks to be controlled and achieve compliance with relevant legislation;
- using all work equipment and substances in accordance with the instruction and training received;
- not intentionally misusing anything provided in the interests of health, safety and welfare; and
- reporting to the Chair any health and safety problem which they cannot deal with themselves or any shortcoming they consider to be in the health, safety and welfare arrangements.

Volunteer Consultation

Volunteers will be consulted with regard to the arrangements to control significant risks and to comply with the relevant legislation. This will be done informally by the committee.

Document Details

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Disclaimer

This document is for guidance only. Any group using this document should change it to meet their own specific circumstances.