



Waddecar Health & Safety Policy Statement

Policy:

It is the policy of Waddecar Scout Activity Centre to promote a culture where risk to health and safety is minimised and managed, so far as is reasonably practicable, with the aim to prevent serious harm to any employee, visitor or contractor, or to the environment. Policies and Procedures are reviewed periodically and Waddecar is committed to staying up to date with changes in law, guidelines and industry practise, and follows The Scout's Policy, Organisation and Rules.

Responsibility:

Health and Safety responsibility lies overall with West Lancashire County Scout Council and its representatives, the Waddecar Management Committee. Local management of H&S is implemented by the Waddecar Centre Manager. All users, especially Waddecar staff and volunteers, Scout Leaders, Teachers and Group Leaders, are responsible for the health and safety of themselves, those in their care, and those around them.

Control of Risks:

Waddecar endeavours to prevent accidents and ill health by managing risks. Relevant risk assessments, regarding activities undertaken by staff, volunteers, guests and other visitors, are completed and actions implemented. Special attention is paid to adventurous activities supplied by Waddecar.

Sharing Information:

Through on-line platforms, pre-visit communication, on-site notices and guest contact, Waddecar shall provide clear instructions and information to our users regarding health and safety. Training is provided to ensure that staff and regular volunteers are competent in the areas relevant to their activities at the site.

Consulting Staff, Volunteers and Guests:

Health & Safety appears on the agenda of WMC meetings at least three times a year. Regular meetings are held with staff where health and safety can be discussed. Weekly health and safety meetings are conducted with volunteers. Guests are briefed on any arising health and safety matters on arrival and at morning meetings. There is a Hazard Reporting book in reception for all site users which is reviewed regularly and any necessary actions implemented. It is the duty of all site users to alert staff to any health and safety concerns.

Provide Appropriate Facilities:

Waddecar ensures that all facilities are fit for purpose and maintained appropriately. Equipment and machinery, working conditions, safe storage and use of substances, accommodation and adventurous activity equipment are assessed, reviewed and up-dated by appropriately qualified people periodically.

Emergency Procedures:

Procedures are in place, for senior staff, to deal with generic emergency situations such as fire, injury or flooding. All staff and volunteers are first aid trained and first aid equipment is provided. Group Leaders are responsible for first aid provision for their group. Procedures are reviewed and up-dated periodically and following any significant change to the site or its usage.

Safeguarding:





It is the policy that all groups visiting Waddecar are bona fide Youth Groups. Any adults, 18 years or over (including staff, volunteers and guests), staying overnight must have been trained and vetted by their organisation in respect to child protection and safeguarding. Waddecar honours the Scout's Policies, including the Safety Policy, shown for reference below, and Equal Opportunities Policy.

Insurance:

Suitable insurance is arranged by Waddecar to cover all staff, volunteers, guests and members of the public using the site and its facilities.

As part of The Scouts, Waddecar follows The Scout's POR (Policy, Organisation and Rules). The Safety Policy is included below and forms an integral part of the Waddecar policy. The Scout's POR can be found at <https://www.scouts.org.uk/por/>

The Scout's Safety policy

The Scouts sets out to deliver everyday adventure and develop skills for life in a growing movement of adult volunteers and young people aged 5-25, in the UK and internationally.

The Scouts recognises that life is not risk-free, and in its turn, Scouting is not risk-free. As Scouts, we believe that our members benefit most from our activities when we manage these risks to wellbeing to be as low as is reasonably practicable. Identifying and proportionately managing risk is a skill for life that we wish to kindle, develop and enhance in all of our members.

All those involved in Scouting must, so far as is reasonably practicable and to the extent of their role, ability and understanding.

- Properly assess the risk of every activity undertaken in Scouting. This assessment should be suitable and sufficient for the activity being undertaken and follows that activities with higher risk should require more in-depth assessment.
- Provide and receive clear instructions and information, and adequate training, to ensure members are competent to undertake their task
- Prevent accidents and cases of ill health by managing the health and safety risks in Scouting
- Maintain safe and healthy conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances
- Review risk assessments as often as necessary when circumstances and conditions change.
- Never be afraid to change or stop an activity if risk increases.

Waddecar Management Committee Chairman (representative of West Lancs County Scout Council)
Ray Hardman

Waddecar Centre Manager
Damian King

