

# Bosham Sailing Club

## **STATEMENT OF SAFETY POLICY HEALTH AND SAFETY AT WORK ACT 1974**

### **The Commitment from Commodore, Flag Officers and Club Manager.**

It is the responsibility of Bosham Sailing Club to ensure, as far as is reasonably possible, the health, safety and welfare of its employees whilst at work and for Members, visitors and the public who utilise facilities of the Club.

### **The Importance of the Co-operation of all Officers, Staff and Members.**

The Club is obliged, after incorporating input from Flag Officers, Club Manager and Staff:

1. To ensure that all its premises, fittings, fixtures and equipment are maintained in good repair and safe working order.
2. To provide and maintain a working environment for all employees that is, as far as is reasonably practical, safe, without risks to health, and adequate as regards facilities and arrangements for their welfare at work.
3. To issue disclaimers and notices and to obtain the necessary insurance policies, certificates and licences.
4. To offer, where relevant, training for staff and for Club members
5. To implement a health and safety management system.

All employees have a duty under the Act:

1. To take reasonable care of their own safety and health and that of other persons who may be affected by their acts or omissions at work.
2. To comply with all safety procedures laid down by Bosham Sailing Club.
3. To report any hazard or potential hazard known to them to the Safety Officer.

All members and their guests are responsible:

For their own health and safety and for that of any minor of whom they are parent or guardian and for that of all other persons who may be affected by their acts or omissions at the Club.

### **Nominated Health and Safety Officer.**

The Club Manager, Phil Cotman, is the Safety Officer of the Club.

### **Fire**

Phil Cotman is also the Responsible and Competent Person for fire safety.

Notices are displayed near each fire alarm bell push and the fire extinguishers.

All employees should read the Fire Notices and familiarise themselves with the action to take in the event of a fire.

## **First Aid**

First Aid boxes are kept in the office, in the bar, in the Cobnor starting hut and the Club Launch. The Club Manager is in charge of these boxes.

Both the Club Manager and the Bar Steward are qualified First Aiders. For further medical assistance first dial 999 and call for an ambulance. The nearest accident and emergency hospital is St Richards, Chichester.

## **Recording and Reporting Accidents**

All accidents, including those to Club members and to visitors, must be reported to the Safety Officer and entered in the Accident Book. Incidents afloat that might have led to personal injury must also be reported to the Safety Officer.

All accidents will be investigated to attempt to prevent a recurrence.

Adopted 23 February 2007 and re-adopted by the Flag Officers 17 May 2010

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C Welland, Commodore

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