

Colchester Diverse Communities Network (CDCN) Health and Safety Policy

Policy Statement:

The Colchester Diverse Communities Network (CDCN) is committed to providing a safe and healthy environment for all its members, volunteers, and participants involved in its activities and events. This Health and Safety Policy outlines our commitment to minimizing the risk of accidents and injuries, promoting well-being, and complying with relevant health and safety legislation.

Responsibilities:

1. CDCN Trustees:

- The CDCN trustees are responsible for ensuring the overall health and safety of the organization.
- They will allocate resources and delegate responsibilities to ensure compliance with health and safety standards.
- The trustees will review and update this policy regularly to reflect changes in activities or legislation.

2. Event Organizers:

- Event organizers are responsible for conducting risk assessments for specific events and implementing appropriate control measures.
- They must ensure that all participants are aware of safety guidelines and emergency procedures.

3. Participants and Volunteers:

- Participants and volunteers are responsible for following health and safety guidelines provided by CDCN.
- Any hazards, accidents, or concerns must be reported to the event organizer or a CDCN representative immediately.

Risk Assessment:

- CDCN will conduct regular risk assessments for all activities and events to identify potential hazards and implement control measures.
- Risk assessments will consider the nature of activities, the location, and the number of participants.

Emergency Procedures:

- CDCN will establish and communicate clear emergency procedures for all events, including evacuation plans and first aid provisions.
- Event organizers will be trained on emergency response protocols.

Communication:

- CDCN will ensure that all members, volunteers, and participants are informed about health and safety policies and procedures.
- Information will be disseminated through online platforms, meetings, and documentation.

Training:

- CDCN will provide relevant health and safety training for trustees, event organizers, and volunteers.
- Training will cover emergency response, risk assessment, and the use of safety equipment.

Reporting:

- Any accidents, incidents, or near misses must be reported to the CDCN trustees promptly.
- CDCN will investigate and document incidents to prevent recurrence.

Review and Evaluation:

- This policy will be reviewed annually and updated as needed.
- CDCN will seek feedback from members, volunteers, and participants to continually improve health and safety measures.

Compliance:

- CDCN is committed to complying with all relevant health and safety legislation and will seek legal advice if necessary.

Signed on behalf of all trustees:



Major Udaibahadur Gurung MBE
Chair

26 Oct 2024