Health, Safety & Wellbeing Policy:

**Grassroots Sports Bristol’s Statement of General Policy:**

Grassroots Sports Bristol is responsible for all staff members within their clubs. GSB will:

* Accept its responsibility for setting out the overall establishments HS&W Policy and to take all reasonable steps within its power to prevent or reduce the possibility of:
	+ Harm, injury and ill-health to children, employees, parents, contractors, visitors to the school and members of the public.
	+ Damage to property, plant, machinery, equipment, tools, and other materials.
	+ Harm to the environment

Accept its responsibility under the Health and Safety at Work etc Act 1974, as far as is reasonably practicable to:

* Provide plant, equipment and systems of work which are safe and without risks to health.
* Make arrangements for ensuring the handling, storage and transportation of articles and substances are safe and without risk to health.
* Provide suitable and sufficient information, instruction, training, and supervision to enable all staff, children, parents, and carers at the establishment to perform their work, learning and play safely and efficiently.
* Promote the development and maintenance of sound HS&W practices ensuring that any actions taken are inclusive and non-discriminatory.
* Maintain the premises in a condition that is safe and without risks to health and ensure the maintenance of safe access to and exit from the premises.
* Provide and maintain a working environment that is safe and without risks to health and adequate as regards welfare facilities for staff, children, parents, and carers.
* Provide as necessary personal protective equipment (“PPE”) to all employees, volunteers, parents, children, and visitors in the setting.
* Maintain a close interest in all health and safety matters as far as they affect all activities under the control of the establishment. They will work closely with the School/Facility, sharing the premises to cooperate on work-related health and safety matters. They will also check that parents and carers, and community groups are also health and safety aware.
* Keep themselves up to date on relevant health, safety and wellbeing matters through professional development and advice from Delegated Services the setting’s competent person.

Recognise the requirement to engage and consult staff on Health, safety and Wellbeing matters which will be achieved by discussion through the setting’s safety committee, or other effective means.

**Delegate authority for the development and implementation of this policy to the Head Coach (Jeff Dickens) who will:**

* ensure that arrangements will be made to bring this policy to the notice of all staff (including new, temporary, and part-time staff) at each club.
* The Head Coach will also bring it to the attention of parents/carers, agency and other contract staff, contractors, volunteer helpers and the children so that they fulfil their duties to co-operate with this policy.
* The Head Coach will liaise with School Staff/Head Teacher, other agencies and groups using the site to ensure consistent health and safety outcomes.

Recognise their responsibility for monitoring HS&W performance, we will always work with the correct authorities within the setting to ensure evidence of Safety Inspections have been completed and are deemed sufficient.

Seek to continually improve HS&W Policies, Procedures, Codes of Practice and Guidelines.

Review this policy on a regular basis to confirm that the arrangements are always inline with all the school/setting’s Health & Safety Policy and are checked annually before each new school year.

**Organisation and arrangements of our clubs for health, safety, and wellbeing:**

Grassroots Sports Bristol recognise the need to identify organisational arrangements in our clubs for implementing, controlling, and monitoring HS&W. In this matter they follow the guidance in document HSG 65 Managing for Health and Safety published by the Health and Safety Executive. They also accept the need to consult individuals before allocating particular health, safety and wellbeing functions.

**Table of posts with major Health & Safety Roles:**

|  |  |
| --- | --- |
| HS&W Role | Position with Responsibility  |
| Head Coach, Health & Safety Coordinator, Senior Leader-Curriculum H&S | Jeff Dickens |
| First Aid Coordinator  | Jeff Dickens |
| First Aid Lead | All Trained Staff |
| Safeguarding  | Designated Safeguarding Lead – Jeff Dickens |
| Safeguarding Deputy | Deputy Designated Safeguarding Lead – Zak Stiley |
| Visits Leader  | Head Coach – Jeff Dickens |
| Visits Deputy | Lead Coach – Zak Stiley |

**Staff Health, Safety & Wellbeing Committee:**

Grassroots Sports Bristol recognises that the way forward in achieving effective management of our clubs HS&W Policy and the arrangements necessary to fulfil the obligation includes the staff.

Our HS&W Committee, shall meet regularly to give time and full consideration of:

* Risk assessments, incident information, safety procedures and working.
* Reports on premises inspections, compliance, and building works.
* The resources needed for training and development and other HS&W.

During these Committee meetings, all staff members are in attendance annually to review, and all expected HS&W performances are met.

Arrangements for Safety Representatives or consultation with Employee Representatives:

Liaison and communication will take place with Trade Union Safety Representatives, or consultation with Employee Representatives about problems, hazards or defects either arising from or relating to activities at our clubs.

While most problems will be dealt with as they arise on a day to day basis those with longer term implications will also be discussed at the HS&W Consultative Committee.

See: <http://www.hse.gov.uk/involvement/index.htm>

Specific issues that require immediate action will be taken after consultation with Executive and School/Facility Representatives.

**Monitoring Health, Safety and Wellbeing Performance:**

Our Organisation will require the Head Coach to provide an annual report on all HS&W matters, within our control, which will identify strengths and development areas, propose achievable remedies, and set objectives for continuous improvement. All HS&W matters that are for the School/Facility will be informed when anything takes place. And it is their duty to include these aspects in their annual report.

The report will provide an annual overview of for example:

* Reported incidents, incident investigations, bump book analysis and resulting preventative measures.
* Emergency procedures including fire precautions and first aid.
* Policies and arrangements introduced, risk assessments undertaken and procedures implemented.
* Internal and external inspections as well as audits.
* Wellbeing.

**Further References:**

The Health and Safety Executive website. Visit: [www.hse.gov.uk](http://www.hse.gov.uk).

HSG 65 Managing for Health and Safety. <http://www.hse.gov.uk/pubns/books/hsg65.htm>

INDG 417 Leading health and safety at work. <http://www.hse.gov.uk/pubns/indg417.pdf>

Date: 02/09/24 Name: Jeff Dickens Signed:

