

**THE FRIENDS OF THE PARISH CHURCH OF ST. MARY'S OLD BASING**  
**Charity Number 1051202**  
**Health and Safety Policy for Volunteers**  
4<sup>th</sup> August 2021

**1. Introduction**

- 1.1 The Friends of the Parish Church of St. Mary's Old Basing ("the Charity") recognises and accepts its responsibilities to its charity trustees and volunteers under the Health and Safety at Work etc Act 1974 including the responsibility to:
- 1.1.1 provide and maintain a safe and healthy place of work
  - 1.1.2 provide adequate information, instruction, training and supervision
  - 1.1.3 provide and maintain plant and equipment and safe systems of work
  - 1.1.4 ensure safe access to and from the places of work
  - 1.1.5 work to prevent accidents and work related ill health

**2. General Health and Safety**

- 2.1 The overall responsibility for health and safety lies with the Executive Committee. The Chair of that Committee has day to day responsibility for managing health and safety.
- 2.2 The Executive Committee are committed to achieving the highest standards of health and safety throughout the Charity.
- 2.3 *The Executive Committee are also committed to complying with all regulations that apply to the Charity's work activities.*
- 2.4 The Executive Committee will ensure that assessments of all areas of work activities are carried out regularly, in order to identify hazards and work to prevent instances of injury, disease and dangerous occurrences arising.
- 2.5 The Executive Committee are also committed to ensuring that the work done by the Charity does not adversely affect the health and safety of any contractors or of members of the public.
- 2.6 The Executive Committee are fully committed to providing safe and healthy working conditions to its volunteers.
- 2.7 The Executive Committee will, so far as reasonably practicable, ensure that the Charity provides adequate financial resources to meet these objectives.
- 2.8 Copies of this policy are to be available to interested parties and will be published on the Charity website.

**3. Risk Assessments:**

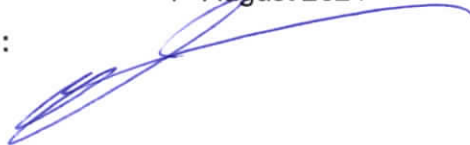
- 3.1 A Health & Safety and Safeguarding Risk Assessment will be prepared for any event organised by the Charity and a copy provided to any volunteer working at that event.

This policy will be reviewed annually or when there is a change in circumstances, in work practices or the introduction of new legislation.

**Name:** Ian Kershaw  
**Position:** Chair of the Executive Committee

**Date:** 4<sup>th</sup> August 2021

**Signature:**

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.