

HEALTH AND SAFETY POLICY STATEMENT

COWES CORINTHIAN YACHT CLUB
39 Birmingham Road
Cowes
Isle of Wight, PO31 7BH

18 January 2019

HEALTH AND SAFETY POLICY STATEMENT

SECTION A – GENERAL STATEMENT OF POLICY

Our policy at this Club is to provide and maintain safe and healthy working conditions, equipment and systems of work for all our employees and to provide such information, training and supervision as they need for the purpose. We also accept our responsibilities for the health and safety of other people who may be affected by our activities. This will be achieved through the identification of potential hazards, their assessment and control.

The allocation of duties for safety matters and the particular arrangements that we will make to implement the policy are set out below.

The policy will be kept up to date, particularly when the Club's facilities and activities may change. The policy and the way in which it is operated will be reviewed each year.

Signed _____ Club Commodore

_____ Club Secretary

Date _____

This policy is to be reviewed annually

Responsibilities:

1. The Commodore has the overall and final responsibility for health and safety at the Club.
2. The Club Secretary is responsible for the safety arrangements within the Club.
3. The Rear Commodore (House) is responsible for food hygiene arrangements within the Club.
4. The Hon Bosun is responsible for safety on the apron and in the marina.
5. All employees have the responsibility to co-operate to achieve a healthy and safe workplace and to take reasonable care of themselves and others. They should also bring to the attention of the Club Secretary any suspected hazards that they consider are not covered by Club safety procedures.

Risk Assessments:

Risk assessments have been carried out in employee work areas.

SECTION B – GENERAL ARRANGEMENTS

Accidents:

The First Aid box is located in the Foyer

Appointed person responsible for the box is the Club Secretary

Accident record book is located in the Foyer.

Trained First Aiders are:

Mr/Mrs/Ms

Tel. No.

Mr/Mrs/Ms

Tel. No.

General fire safety at the Club's premises:

Escape routes, fire alarms, extinguishers – to be checked by The House Manager

Food preparation and food service area:

Food safety and cleaning standards – to be checked by the Rear Commodore (House) and the House Manager

Use of Cranes:

The Hon Bosun is responsible for regular maintenance, inspection and testing of the cranes and to ensure all users receive adequate instruction in using the equipment safely.