

Sustainable Crediton's Health and Safety Policy



This is the statement of general policy and arrangements for:

Sustainable Crediton

Overall and final responsibility for health and safety is that of:

Gerald Conyngham

Day-to-day responsibility for ensuring this policy is put into practice is delegated to:

Action Group Leaders

Statement of general policy	Responsibility of (Name / Title)	Action / Arrangements (Customise to meet your own situation)
To prevent accidents and cases of voluntary work-related ill health and provide adequate control of health and safety risks arising from voluntary work activities	Action Group Leaders	Relevant risk assessments completed and actions arising out of those assessments implemented.
To provide adequate training to ensure volunteers are competent to do their work	Action Group Leaders	Volunteer supporters given any necessary support and training, to meet their needs as appropriate.
To implement emergency procedures - evacuation in case of fire or other significant incident.	Event organisers	Understand escape routes from any buildings where our events are held.
To maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery.	Action Group Leaders	Checks carried out to ensure any equipment used is fit for purpose and safe.

Signed: Sustainable Crediton	<i>G Conyngham</i>	Date:	24/7/2012	
Subject to review, monitoring and revision by:	G Conyngham	Every:	12	months or sooner if work activity changes

Risk assessment for



Organisation name: Sustainable Crediton - Boniface Trail Campaign - Sunday Cycle 26 Jan 2014

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Potholes and manhole covers	Cyclists not noticing in time	Ask cyclists to shout or point at hazard	Training session at start and reminders along the way by all cyclists.	Laura and Kate + other cyclists seeing hazard	Before start and during cycle ride	
Puddles and minor flooding	Cyclists if puddle prevents view of pothole	Suggest cyclists keep to centre of road where puddles are shallower	Training at start and reminders along the way	Laura and Kate + other cyclists spotting hazard	Before start and during cycle ride	
Loose gravel	Cyclists if turning fast	Warn of loose gravel at Shobrooke Park Gate junction. Agree to warn others	Training session at start. First Aid Kit to be brought.	Laura and Kate + other cyclists spotting hazard	Before start and during cycle ride	
Junctions	Cyclists less skilled in managing junctions	Signal early. Wait after turning for those behind.	Short training session at start and reminders along the way.	Laura and Kate + other cyclists seeing hazard	Before start and during cycle ride	
Oncoming and overtaking cars	Cyclists if road is too narrow or car drivers are impatient.	Call out "Car up" "Car down" Agree to TUCK IN rather than battle it out.	Short training session at start and group decisions taken along the way.	Laura and Kate + other cyclists seeing approaching traffic	Before start and during cycle ride	

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
A377 at N St Cyres	Cyclists unused to fast traffic	Get off bikes at junction of A377 and WALK to Crown and Sceptre	Decision as to which pub to go to. Clear instructions before start of ride and as approaching junction.	Laura and Kate + all adult cyclists	Before start and during cycle ride	

It is important you discuss your assessment and proposed actions with volunteers.

You should review your risk assessment if you think it might no longer be valid, eg following an accident, or if there are any significant changes to the hazards, such as new equipment or work activities.

For further information and to view our example risk assessments go to <http://www.hse.gov.uk/risk/casestudies/>

Combined risk assessment and policy template published by the Health and Safety Executive 11/11