

## **ST SAMPSON PARISH COUNCIL**

### **HEALTH AND SAFETY POLICY**

It is the responsibility of all Parish Councillors and employees of St Sampson Parish Council (SSPC) to be aware of, and comply with, the Council's Health and Safety policy and the arrangements in place to implement the policy.

#### **POLICY**

SSPC will take all reasonable steps to:

1. Minimise health and safety risks to employees, contractors and members of the public arising from its activities or assets.
2. Ensure that the condition of council assets is monitored and action taken to rectify any issues that could affect the health or safety of users.
3. Comply with the Law on health and safety, and with relevant Regulations, approved Codes of Practice and Guidance.

#### **CONTROL OF RISKS**

SSPC will carry out a risk assessment of its assets and activities and review this annually. The council will ensure suitable arrangements are in place to manage identified risks.

SSPC will bring to the attention of the relevant authorities any situations that may affect the health and safety of parishioners, such as the safety of roads, trees and footpaths within the Parish, and will act as required to encourage appropriate response by the relevant authority.

#### **RESPONSE TO ACCIDENTS**

The emergency services and/or First Responders, as set out in the SSPC Emergency Response Plan shall be the primary responders, where required, to any accident.

All accidents occurring during work carried out on behalf of SSPC must be reported to the Parish Clerk and details entered in the Accident Book. The Clerk shall bring such accidents to the attention of the Council for discussion over any action required.

In the event of a serious injury or dangerous occurrence, the Chairman, or in his absence the Vice Chairman, should be informed immediately.

A record shall also be kept of all accidents or dangerous occurrences reported to SSPC relating to the play area or other Council owned assets, together with information on subsequent action taken.

#### **RESPONSE TO EMERGENCIES**

Response to emergencies shall be carried out in accordance with the SSPC Emergency Response Plan.

#### **REVISION OF HEALTH AND SAFETY POLICY**

SSPC will revise this policy when appropriate to ensure the contents comply with changing statutory requirements, guidance and with SSPC assets and activities.