



The Friends of Chain Bridge Forge

Health and Safety Policy

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1. Overview

The Director of The Friends of Chain Bridge Forge have a responsibility for the Health and safety of all people that use the Forge.

2. Policy

Our statement of general policy is:

1. To provide adequate control of the health and safety risks arising from the use and users of the Forge
2. To consult with The Friends of the Forge/Volunteers/Supporters on matters affecting their health and safety, to provide and maintain safe plant and equipment.
3. To ensure safe handling and the use of all substances are adhered to.
4. To provide information, instruction and supervision for Forge/Volunteers/Supporters/Users.
5. To ensure all Forge/Volunteers/Supporters/Users are competent to do their tasks and to give them adequate training.
6. To prevent accidents and cases of work-related ill health.
7. To maintain a safe and healthy working environment.
8. To review and revise this policy as necessary and at the first meeting following the Annual General Meeting.

3. Responsibilities.

1. Overall and final responsibility for health and safety rests with the Directors.
2. All Forge/Volunteers/Supporters /Users have to co-operate with Directors on health and safety matters and not interfere with anything provided to safeguard their health and safety; take reasonable care of their own health and safety; and report all health and safety concerns to any committee member.

4. Health and safety risks arising from our work activities.

The Directors will ensure adequate risk assessments are conducted. The findings of the risk assessments will be reported to the Directors. The Directors will approve action required to remove/control risks. The Directors will be responsible for ensuring the action required is implemented.

The Vice Chairman of the Management Committee will check that the implemented actions have removed/reduced the risks.

Assessments will be reviewed annually or when the work activity changes, whichever is soonest.

5. Consultation with employees and users:

1. Forge/Volunteers/Supporters/Users are to be consulted by the Directors.
2. Any problems found with plant/equipment should be reported to the Directors.

6. Safe plant and equipment.

The Directors and Blacksmiths will be responsible for identifying all equipment/plant needing maintenance and will be responsible for ensuring effective maintenance procedures are drawn up.

The Directors and Blacksmiths will be responsible for ensuring that all identified maintenance is implemented, and will check that new plant and equipment meets health and safety standards before it is purchased.

Assessments must be reviewed annually or when the work activity changes, whichever is soonest.

7. Safe handling and use of substances:

The Directors and Blacksmiths will be responsible for identifying all substances which need a COSHH assessment and will be responsible for undertaking COSHH assessments.

The Directors will be responsible for ensuring that all actions identified in the assessments are implemented and will be responsible for ensuring that all relevant employees/users are informed about the COSHH assessments.

The Directors and Blacksmiths will check that new substances can be used safely before they are purchased.

8. Information, instruction and supervision.

The Health and Safety Law poster is displayed in the Forge.

The first aid box is in the Forge.

All accidents are to be recorded in the accident book, which will be kept in the Forge.

The Directors will provide induction training for all Forge/Volunteers/Supporters.

The Directors will be responsible for reporting accidents, diseases and dangerous occurrences to the enforcing authority.

9. Monitoring.

To check our working conditions, and ensure our safe working practices are being followed, we will conduct spot checks at least once a month.

10. Emergency procedures.

The Directors will be responsible for ensuring the fire risk assessment is undertaken and implemented.

11. Legal requirements.

To comply with UK Law and EU Directives.