



# HEALTH AND SAFETY POLICY STATEMENT

This is the Health and Safety Policy Statement of the Forest Community Shed.

## **Our statement of general policy is that we**

- Encourage and support a culture whereby all members may identify, report, assess and control safety risks in their Shed
- Continuously improve members safety to reduce the risk of work related injury, illness and harm
- Provide induction training and briefings to ensure all members, and visitors have the relevant skills and knowledge to understand risks, and their safety obligations
- Comply with all applicable laws, regulations, statutory obligations, and other relevant requirements
- Ensure the management have the resources and skills necessary to effectively manage our identified safety risks
- Maintain and improve a safety management system
- Consult and communicate with members about safety
- Provide information and documentation to assist with effective safety management
- Accept our duty of care for the health and safety of other people who may be affected by our activities, such as the public who visit the Shed or attend events held at other venues
- Review and revise this policy as necessary.

## **Members responsibility**

Members taking part in activities should ensure that they understand the limits of their own competence and their responsibility to deal with any Health and Safety issues that arise.

Training and guidance is available to gain competence in the use of all equipment provided.

Members may already have competence in the use of tools and machinery, which must be demonstrated prior to unsupervised use.

Before working unsupervised on all high risk machinery competence of use must be demonstrated. All machinery instructions and relevant documents are held in folders in the Shed.

Day to day responsibility for ensuring this policy is put into practice is delegated to the appointed Health and Safety Officer or workshop supervisor.

All volunteers have a duty to:

- co-operate with the H&S Officer and the board on health and safety matters
- not interfere with anything provided to safeguard their health and safety
- take reasonable care of their own and others' health and safety
- use equipment correctly in accordance with training and instructions
- always ask advice if unsure of any tool or equipment use for a specific project
- leave tools and equipment in clean and working order
- wear any necessary Personal Protective Equipment (PPE)
- report and record damage or breakages immediately.