

WOODCOCK PARK BOWLING CLUB

HEALTH AND SAFETY POLICY

1. Woodcock Park Bowling Club recognizes its responsibilities under Health and Safety at Work and Leisure legislation to:

- Provide and maintain a safe clubhouse, safe green equipment and a safe environment for its members, including volunteers working for the Club and its guests.
- Ensure hazards and risks are identified and that there is a regular and recorded risk assessment of the facilities and activities undertaken by the Club.
- Ensure the Club takes appropriate preventative and protective measures.
- Promote awareness of Health and Safety encouraging best practice to all members.
- Ensure the policy is reviewed regularly and monitored for effectiveness.

2. Organisation and Responsibilities

- Responsibility for ensuring that the Club complies with Health and Safety legislation, is vested in the Club's General Purposes Committee (GPC). They will conduct a periodic pre-season risk assessment to ensure appropriate measures are in place to eliminate/mitigate risk. In addition, the Club appoints one member as Health and Safety Officer, whose function is at any time to draw to the Committee's attention any risks/hazards.
- The captain or organiser of any bowls match or competition must make participants aware of the raised edge of the ditch and other trip hazards around the green and to take additional care if it is wet.
- The Health and Safety Officer is David Lyons who can be contacted on 07860 265389 if he is not at the club.
- For further assistance of any kind the Club's Welfare Officers are Nicole and Andy Moss on 07841 750025 and 07802 435682.

3. As a Club Member you have a duty to:

- Take reasonable care for your own health and safety and that of others who may be affected by what you do or do not do.
- Comply with the Club's Health and Safety Policy.
- Use all equipment provided by the Club correctly and safely.
- Not interfere with or misuse anything provided for your health and safety.
- Wear suitable footwear on the green, bowling shoes or flat soled shoes approved by the Club. Comply with the Club's dress code whilst bowling.
- Take care on walkways and surrounds and take special care when stepping onto or off the green. Be aware that the side of the ditch is higher than the surrounding path.

HEALTH AND SAFETY POLICY cont.

- Be aware of obstacles around the green such as bowling equipment, fox fence and uneven paving.
- Take care when using electrical or gardening equipment and not use damaged or suspect equipment; defective equipment should be taken out of use immediately and reported to the General Purposes Committee.
- Know that you are bowling and using the club facilities at your own risk.
- Know what to do in the event of an accident or incident and record same in the Accident and Incident Book above the defibrillator in the veranda.
- NOT LIFT beyond their capacity and assistance should be sought when lifting, moving heavy furniture or other equipment.
- Store bowls and other equipment safely.
- Take extra care when storing and accessing pushers, two metre sticks and other items from the equipment shed.
- Always conduct their activities in a way to minimize the risk of fire; they have a duty to report immediately any fire, smoke, or potential fire hazards. Make sure you are aware of where Fire Extinguishers are placed in the clubhouse.

4. Measures in Place to Mitigate Risk

- Fire extinguishers are inspected annually and serviced by qualified personnel.
- Electrical installations and portable electrical equipment are subject to periodic inspection and testing.
- Chemicals and Fertilizers, if any, are held securely under lock and key.
- The club has a defibrillator which is located in the veranda to the left of the hall entrance doors. There are written instructions on its use and audible instructions can be heard when it is switched on.
- Defibrillator battery to be checked every 4-6 weeks and location made clear to members.
- First Aid Cabinet and Bag to be checked every 4-6 weeks. Location made clear to members.
- Accident and Incident Book is located on top of the defibrillator cabinet.