



Health & Safety Policy

SCO50361

Statement of intent.

FFWF intends to take Health and Safety matters seriously, and to abide by the current legislation.

This Policy applies to Trustees, volunteer leaders, volunteers and others who use the land of the organisation. In particular it applies to the practical work of the organisation with volunteers, as this is where most hazards have been identified. See the Risk Assessment (RA).

Responsibilities.

Responsibility for H&S matters lies with the Trustees. In particular, Mick Drury has taken an overall lead on this and prepared Risk Assessments. Volunteers and others should raise any queries or anything of concern with him or one of the other Trustees.

Volunteer leaders are responsible for briefing and supervision, any training necessary in the use of tools, and ensuring volunteers use any safety clothing or equipment.

Arrangements.

This Policy and the RA will be available on the organisation's website and on public display at the community garden where most volunteer activity takes place. The Policy and RA will be reviewed annually or as necessary when new hazards are identified.

The organisation will ensure that adequate First Aid cover is available for volunteer and other public events. The main First Aid kit is located at the community garden and volunteer leaders will also carry kits. A list of trained First Aiders will be displayed at the community garden where most volunteer activity takes place.

An accident book is located at the community garden. It is the responsibility of the volunteer leader to complete an accident report when needed. More serious accidents will be reported as required by RIDDOR (see accident book for details).

The organisation will ensure that its activities are covered by appropriate insurance.

Other organisations and contractors who use the land will provide their own RA and insurance cover.

There is a separate Policy covering Safeguarding.

The Policy will be reviewed annually or as necessary.

MD Agreed by Trustees July 2023

Ref: [Volunteering and health and safety | NCVO](#)