

Ringwood Canoe Club

Health and Safety Policy Statement

Ringwood Canoe Club is strongly committed to encouraging our Members to take part, but the health, well-being and safety of each individual will always be the Club's paramount concern.

The Club appoints a Committee Member as Health and Safety Officer to assist the Club with compliance with its health and safety responsibilities.

Health and Safety Policy:

To comply with the Club's Health and Safety policy statement the Club is committed to the following:

- Ensuring that all Members are aware of, understand and follow the Club's Health and Safety Policy.
- Undertaking and recording regular risk assessments for Club activities.
- Creating a safer environment by putting mitigative measures in place as identified by risk assessments.
- Ensuring that normal operating procedures and emergency operating procedures are in place and understood by all Members
- Providing appropriate first aid facilities and competent first aiders are present during all Club activities.
- Recording any incidents or accidents and injuries sustained during any Club activity and reporting these to BC.
- Undertaking reviews of accidents, incidents or near misses to enable updating of risk assessment if necessary.
- Ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness.

The Club Health and Safety Policy is supported by the following documents, which are available on the Club Website.

- Safety Management Plan and Appendices
- Trip Planning and Hazard Identification Template
- Hazard Identification Documents for:
 - o Pool Sessions
 - o Mudeford Quay Site
 - o Rescue Training

Health and Safety is the responsibility of all Members and therefore they shall acknowledge that they have a duty to:

- Comply the Club's health and safety policy.
- Co-operate with the Club on health and safety issues.
- Take reasonable care of their own health and safety and that of others who may be affected by what they do or not do.
- Report any issues of concern regarding Club safety to the Club Health and Safety Officer.
- Be honest about their abilities and experience in discussions with Trip Leaders
- Be proactive in declaring any relevant medical problems to the Trip Leader
- Follow instructions from Trip Leaders regarding safety issues.
- Correctly use any equipment provided by the Club and use it within their level of competency.
- Not interfere with or misuse anything provided for their own or another's health, safety or welfare.
- Read the Club's Standard Operating Procedures.
- Read the Club's SMP and risk assessments and, if necessary, seek advice in understanding them.

Club Health and Safety Officer:

Giselle Robinson, Dr Cindy Buckley

Competent First Aiders:

1. Ross (Ian) Macildowie
2. Simon Burke

**Reviewed: June 2021; June 2022;
(V2) 22 February 2023**

Signed. Giselle Robinson, Cindy Buckley,
Simon Burke, John Connelly, Lorna Adams-Jones.