

## HOLBEACH AMATEUR THEATRICAL SOCIETY (HATS)

### HEALTH AND SAFETY POLICY

#### **General background**

The Holbeach Amateur Theatrical Society ("The Group") takes the safety and welfare of our members and anyone engaged by, or working with the Group, very seriously.

Our Health and Safety Policy plays an important role in setting and making clear the standards of health and safety that we apply in our activities.

It is important that you read and ensure you understand the content of this policy. If you have any questions about it, please direct them in the first instance to the Membership Coordinator, Sue McLaughlin.

This policy is not part of any contract. We may amend this policy from time to time in line with the needs and practices of our activities.

#### **Part 1: Policy details**

##### **What does this policy cover, and who is covered?**

All members, contractors and workers and other persons affected by the activities we undertake are covered by the Group's health and safety policy.

Our policy is to:

1. understand the health and safety risks arising from our activities
2. ensure adequate control of those health and safety risks
3. consult with our members on matters affecting their health and safety
4. provide the necessary information, instruction and supervision for members
5. ensure all members are competent to do their tasks, and to give them adequate training
6. prevent accidents and cases of Group-related ill-health
7. maintain safe and healthy conditions
8. review and revise this policy as necessary at regular intervals

##### **Part 2: Key responsibilities**

1) The ultimate responsibility for health and safety within The Group is the Membership Coordinator, Sue McLaughlin.

2) The person who has been delegated the responsibility for ensuring that our policy is implemented is the Secretary, Ian Collins.

All those covered by our policy must:

1. co-operate with the Management Committee on health and safety matters
2. not interfere with or misuse anything provided to safeguard their health and safety

3. take reasonable care of their own health and safety and that of others, and
4. report all health and safety concerns to an appropriate person (as detailed in the table above, or to one of the individuals named in paragraphs 2.1 and 2.2 above.)

Review date 1<sup>st</sup>. November 2024