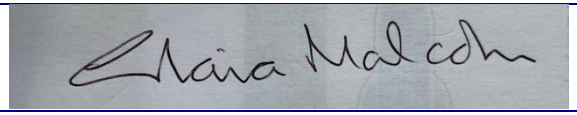
Health and Safety Policy Statement

This is the statement of general policy and arrangements for: ALFORD VALLEY COMMUNITY RAILWAY		
THE BOARD has overall and final responsibility for Health & Safety		
GLORIA MALCOLM, CHAIR has delegated responsibility for ensuring this policy is put into practice. This Policy is implemented in conjunction with The AVCR Ltd Safety Management System and associated AVCR Associated Policies & Procedures all of which are review annually		
Statement of general policy **N.B.The term "attendees" should also be read to cover "Board Members, Members, Volunteers and event attendees"**	**Responsibility of: Name/Title**	**Action/Arrangements (What are you going to do?)**
Prevent accidents and cases of work-related ill health by managing the health and safety risks in the workplace	The Board	Relevant Risk Assessments completed and reviewed annually or when conditions change. All actions arising out of those assessments implemented are documented and managed by the Board
Provide clear instructions and information, and adequate training, to ensure attendees are competent to do their work	The Board	Attention is drawn to health and safety matters to all attendees to the station, specifically regarding use of equipment and evacuation procedures.
Engage and consult with attendees on day-to-day health and safety conditions	The Board	Users are routinely given the opportunity to provide feedback on health and safety matters as they arise. Health and safety formally discussed at Board meetings and actions agreed to address issues arising.
Implement emergency procedures – evacuation in case of fire or other significant incident.	The Board	Escape Routes well signed and kept clear at all times/ Fire Alarm and Emergency Lighting tested on at least a monthly basis.
Maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances	The Board	Appropriate toilets, washing facilities and drinking water provided. System in place for regular inspection/testing of equipment and that action is promptly taken to address any defects. Cleaning materials stored/used per COSHH guidelines.
Encourage Safety Reporting of all safety occurrences, near misses and safety concerns and, by provision, defining the types of practices, behaviours that are not acceptable	The Board	Ensure adequate avenue for communication for all Board Members, Members, volunteers and even attendees to allow an environment of free speech without any risk of censure or recrimination.

Signed: * (Chair of the Board)		Date:	Approved at Board – July 26

Health and safety law poster is displayed at (location)	In the Station Building & Engine Shed
First-aid box is located:	In the Station Building & Engine Shed
Accident book is located:	In the Station Building & Engine Shed