

# Bretforton Silver Band – Health and Safety Policy

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Date policy reviewed/updated: 5<sup>th</sup> February 2025.

Next review due for policy: 5<sup>th</sup> February 2026.

## **Statement of Commitment:**

Bretforton Silver Band is dedicated to maintaining a safe and healthy environment for all its members and visitors. We are committed to promoting a culture that prioritises health and safety in all aspects of our activities, ensuring the well-being of everyone associated with the band.

## **Named Person for Health and Safety:**

The Band Committee appoints Tim Gutteridge, who will act as the designated person responsible for health and safety matters. Tim Gutteridge will oversee the implementation of health and safety policies, conduct regular reviews, and serve as a point of contact for any health and safety concerns.

## **Health and Safety Reviews and Committee Input:**

Regular health and safety reviews will be conducted to assess and improve our policies and procedures. The Band Committee will actively seek input from all members, encouraging open communication to identify potential hazards and implement necessary controls.

## **Use of Electricity in the Band Room:**

All electrical equipment in the band room shall be regularly inspected and maintained to ensure safe operation. Members are responsible for reporting any faulty equipment immediately to Tim Gutteridge.

## **Hazardous Substances (COSHH):**

Any hazardous substances used by the band will be appropriately labeled and stored in accordance with Control of Substances Hazardous to Health (COSHH) regulations. Material Safety Data Sheets (MSDS) will be readily available, and training will be provided on the safe handling and storage of these substances.

## **First Aiders and First Aid Equipment:**

Sally Taylor is our named first aider. There is a first aid kit situated in the Kitchen.

**Accompanying Band Members (Including Children) to Hospital:**

In the event of a medical emergency, a designated person shall accompany any member, including children, to the hospital. Emergency contact information for all members will be readily accessible.

**Fire Safety/Emergency Procedures:**

Fire evacuation procedures will be clearly posted in the band room and members will be familiarised with emergency exits and the proper use of fire safety equipment.

**Manual Handling:**

Manual handling activities will be minimized where possible, and appropriate equipment will be provided for tasks that involve lifting or carrying heavy objects.

**Insurance Cover:**

Bretforton Silver Band maintains comprehensive insurance coverage to protect members, instruments, and equipment. Details of the insurance coverage are available from the Band Committee.

**Training and Information about Health and Safety:**

All band members will receive training on health and safety policies and procedures upon joining the band, with regular updates provided as needed. Information about health and safety will be communicated through meetings, emails, and posted notices.

**Registers for Rehearsals and Events:**

Registers will be maintained for all rehearsals and events to ensure that attendance is recorded accurately. In case of emergencies, these registers will be used to account for all members and visitors present.

This Health and Safety Policy will be regularly reviewed and updated to ensure its continued effectiveness in maintaining a safe and healthy environment for all involved with Bretforton Silver Band.