

WOLDS and RIVERBANK COUNTRYSIDE SOCIETY (WARCS)

HEALTH & SAFETY POLICY

1. Policy Statement

WARCS recognises and accepts its health and safety duties for providing a safe environment for the public and society members when: -

- a. Visiting the wood and meadow owned by WARCS, situated on Brantingham Road Elloughton and known as the WARCS Reserve
- b. Attending indoor and outdoor meetings organised by the committee

The Committee and Trustees of the Reserve and Meadow intend to:-

- Take all reasonably practical steps to safeguard the health and wellbeing of members of the public, volunteers and society members
- Encourage members and visitors to report any condition which is dangerous or unsatisfactory
- Make suitable and sufficient assessment of the risks to health and safety to all those involved with the activities of the Society. Any activity deemed high risk will not be undertaken by members/volunteers but will be contracted out to a competent person or company experienced and trained to deal with the risk.
- Provide information to visitors to the Reserve regarding the risks to which they may be exposed.

This Policy statement and the procedures for its implementation may be altered at any time by the WARCS Committee and will be reviewed annually prior to the Annual General Meeting normally held in May each year.

2. Duties of the Committee

The Committee in so far as it is reasonably practical:

- Give volunteers the information, instruction, training and supervision necessary for their health and safety
- Assess the risks to health and safety of volunteers, members and the visiting members of the public
- Prevent or adequately control exposure to substances hazardous to health.
- Ensure appropriate safety signs are provided and maintained

3. Duties of the Members/Volunteers

The Committee expects members and volunteers:

- To take reasonable care of their own health and safety and other persons who may be affected by what they do or not do
- To cooperate with the Committee on health and safety
- To use equipment provided by the committee correctly including personal protective equipment in accordance with training and instructions

4. Risk Management

One of the roles of the Committee is to agree what risks face the Society, what level of risk is acceptable and what the appropriate response should be.

The Committee will document at monthly meetings when risks have been identified and agree a course of action to mitigate those risks. This will form the Risk Register.

Wherever possible risks will be assigned a level of high, medium and low impact on the Society and the appropriate actions to be taken to mitigate the risk. High risk activities will not be undertaken.

5. Safety Training Plan

Members of the committee will designate one of the team to be responsible for supervising working groups consisting of members and volunteers in the wood and meadow. They will identify those people who have not used equipment before and spend time:

- Explaining the potential risks when using the equipment
- Demonstrating the correct way to use the equipment to avoid injury to themselves and others
- Ensuring the correct safety equipment is worn

A record of who has attended a working party and where possible the equipment they have used will be kept.

REGISTER OF IDENTIFIED RISKS

RISK	Likelihood	Impact	Level	Mitigation
Trees and branches falling and injuring members, volunteers and the public	Medium	High	High	- Have a competent tree person examine the wood on an annual basis and recommend actions to improve safety. - Carry out the actions using a competent tree surgeon. - Install and keep up to date warning signs at the entrances about the risk of falling trees and branches - Carry out informal inspections on a regular basis and act on issues as they arise
Injury when using mechanical and other equipment - Brush cutter/trimmer - Scythe - Chain saw - Mowers	Low Low Low Low	High Medium High Low	Medium Low High Low	Volunteers/public will be kept away from areas when equipment in use. -Only trained volunteers to use Safety equipment to be worn – face guard, eye and ear protection, gloves -Only trained volunteers to use Safety equipment – eye protection, gloves and feet protection -the society will not own a chain saw. All work requiring the use of a chain saw will be contracted out to an organisation with staff trained and authorised to use one. -appropriate safety equipment to be worn – gloves, goggles and ear protection. Mower to be turned off before any adjustments to the cutter height are made.
Injury from trips and slips	Low	Low	Low	Paths in the wood and meadow will be clearly marked and occasionally be recovered in woodchips in the wood. Visitors will be instructed to keep to the footpaths through appropriate signing.
Falls when working at height	Medium	High	High	All working at height will be carried out by a competent person contracted for that purpose. Volunteers will not undertake this work.
Bites from insects	High	Low	Low	Wear gloves and tight fitting clothes. Tuck trousers into socks to prevent tick bites when working in long grass.

Litter Picking Risk Assessment (see additional policy)

Approved by Committee January 2023

