

STREEtCHURCH

Health and Safety Policy

November 2016

Health & Safety Policy for StreetChurch

Policy Statement

StreetChurch does not possess a building in its own right so its Health & Safety practices and procedures are determined to a large extent by the organisation hosting it – namely Mount Pleasant Baptist Church, Northampton. Nonetheless we are conscious of our responsibilities and therefore submit our statement of general policy as:-

- To provide adequate control of the Health & Safety risks arising from StreetChurch activities and conforming to a safe system of work as advocated by the Health & Safety at Work Act 1974 (HSWA)
- To consult with our staff, volunteers and members on matters affecting their Health & Safety.
- To provide and maintain safe equipment
- To ensure safe handling and use of any substances
- To provide information, instruction and supervision to all staff and volunteers
- To ensure that all staff and volunteers are competent to perform their tasks
- To minimise/prevent accidents and cases of work related ill-health
- To maintain, in conjunction with the building management, a safe and healthy working environment
- To revise this policy when practices and procedures change.
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Signed:

Title:Chair - StreetChurch Steering Group.....

Date:.....Review Date:

Organisation of Health & Safety

Any incidents should always be reported to the person taking responsibility for the day's activity. They in turn will notify the Mount Pleasant representative by whatever means is appropriate dependant upon the severity of the incident.

The first aider will be required to complete accident forms and notify the person taking responsibility for the day of any treatment carried out.

The responsible volunteer will report any dangerous occurrences brought to his/her attention to both the Mount Pleasant representative and the StreetChurch Steering Group. Some of the day to day administrative tasks, like the provision of welfare facilities or borrowing of electrical equipment, fall under the fabric of the building management (in this case Mount Pleasant) and is therefore their responsibility.

StreetChurch Responsibilities

StreetChurch has duties under both criminal and civil law. Listed here are the main ones:

- It has a duty of care towards the health, safety and welfare at work of volunteers, guests and visitors of StreetChurch
- The Health & Safety of anyone who is allowed to use any of StreetChurch's equipment
- The Health & Safety of those affected by the work activity of StreetChurch, for example neighbours and members of the general public

Health & Safety is not just the responsibility of management but is everyone's responsibility. Everyone attending StreetChurch is responsible for:

- Taking reasonable care for the Health & Safety of themselves and other persons who may be affected by their acts or omissions during StreetChurch.
- Taking care and responsibility by assisting and co-operating with StreetChurch volunteers in fulfilling their statutory duties
- Ensuring that no interference or deliberate misuse of anything provided by StreetChurch occurs, in accordance with Health and Safety legislation

Electricity

The mains electric supply will be the responsibility of the building management (Mount Pleasant.) Wherever possible, it is recommended that all electrical items used on behalf of StreetChurch, should be PAT tested. Items used by the pampering team are their responsibility but StreetChurch pays towards their insurance.

Training

Several volunteers are trained in First Aid and other areas of Health and Safety. Areas specific to StreetChurch include dealing with sharp objects: contamination clean up and removal. Guidelines will be given to all volunteers.

Consultation and Communication

The steering group, who have the final say in Health & Safety policy for StreetChurch, will amend the policy when practices change at StreetChurch, or when a situation arises which requires changes to practices. Any changes will cascade down to all volunteers of StreetChurch and where appropriate shared for consideration before being introduced.

First Aid

StreetChurch has its own first aid box kept in the StreetChurch cupboard. Street Church First Aid box to be taken out of the cupboard and placed adjacent to the Mount Pleasant First Aid box in the chair store (first door on the left down the corridor to the toilets). At the end of the session the Street Church First Aid box to be returned to the cupboard.

Where first aid is required, the first aider takes over full responsibility and all volunteers should adhere to their instructions and be on hand to provide assistance where necessary.

Any injuries should be recorded in the accident book which is in proximity to the first aid box and filled in by the person carrying out the treatment i.e. the first aider.

Mount Pleasant have a sharps bin only. The Mount Pleasant host would deal with any incident re: sharps in conjunction with the Street Church leader. Street Church need to source their own clinical waste bags

Drugs, Drink and Smoking

It is the policy of StreetChurch to prohibit the possession, consumption or sale of controlled drugs upon the premises in which StreetChurch operates. Alcohol must not be consumed within the building nor is smoking allowed indoors. Anyone with either will be asked to go outside. Anyone caught with drugs will be asked to leave the premises.

Smoking in the car park only, but round the corner out of sight of the road and MP neighbours.

Anyone unable to adhere to the policies or whose behaviour is abusive will be given one warning and then where appropriate a ban. The length of the ban will be determined by the individual situation . The decision rests with the person responsible for StreetChurch and all volunteers will be notified.