



Datchet Water Sailing Club

HEALTH AND SAFETY POLICY STATEMENT

DATE 19 November 2008

ADDRESS: Datchet Water Sailing Club, Queen Mother Reservoir, Horton Road, Horton, Slough SL3 9NT

CLUB COMMITTEE MEMBERS: Tom Gradon – Commodore, Barry Peters - Vice Commodore, Mike Clapp - Rear Commodore, Mark Bailey – Treasurer, Gabrielle Boase – Club Secretary David Tugwell, Mike Firth, Mike Beckett, Ian Klyne, Graham Baxter, David Fulcher, Nigel Leeming Janet Pepper

HEALTH AND SAFETY POLICY STATEMENT

SECTION A – GENERAL STATEMENT OF POLICY

“Our policy at this Club is to provide and maintain safe and healthy working conditions, equipment and systems of work for all our employees and to provide such information, training and supervision as they need for the purpose. We also accept our responsibilities for the health and safety of other people who may be affected by our activities. The allocation of duties for safety matters and the particular arrangements that we will make to implement the policy are set out below. The policy will be kept up to date, particularly when the Club’s facilities and activities may change. The policy and the way in which it is operated will be reviewed each year.”

Signed

..... **Tom Gradon, Club Commodore** Date

..... **Gabrielle Boase, Club Secretary** Date

Responsibilities:

1. The Club Committee jointly and severally have the overall and final responsibility for health and safety at the Club.
2. The Club Secretary is responsible to the Club Committee for the safety arrangements within the Club.
3. Others responsible for specific areas:-
 - Safety Training Tom Gradon
 - Safety Inspections Gabrielle Boase
 - Investigating accidents Tom Gradon
 - Monitoring maintenance of plant and equipment Nigel Leeming
4. All employees have the responsibility to co-operate to achieve a healthy and safe workplace and to take reasonable care of themselves and others. They should also bring to the attention any of the above suspected hazards that they consider are not covered by Club safety procedures.

SECTION B – GENERAL ARRANGEMENTS

Accidents:

The First Aid boxes are located on all safety boats, committee boats and in the office next to the wet bar.
Appointed person responsible for the box is Gabrielle Boase – General Manager
Accident record book is located in office next to the wet bar.
Trained First Aiders are all safety coxswains / instructors.

General fire safety at the Club's premises

Escape routes, fire alarms, extinguishers – Gabrielle Boase – General Manager

Food preparation and food service area

Food safety and cleaning standards – to be checked by Jerry Palmer

Local advice and consultancy

Health and Safety Inspectors Office: **Royal Borough of Windsor & Maidenhead**
Hospital– **Tel No.01753 633000**

SECTION C – Club Rules and Managing hazard List

See Club Rules located in office next to the wet bar and on Web Site

Also

Code	Description	Date last reviewed
TP1	VDU Eye Damage	01/05/2009
TP2	Electric Shock	01/05/2009
TP3	Physical Attack	01/05/2009
TP4	Waste Cooking Oil	01/05/2009
TP5	Large Events	20/04/2009
W1	Drowning	12/09/2008
W2	Committee Boats	12/09/2008
W3	Gear Failure	01/05/2009
W5	Capsized Craft	01/05/2009
H1	Boat shed Fire	01/05/2009
H3	Bosun on the Water	01/05/2009
H4	Boatshed Chemicals	01/05/2009
H5	Boatshed Environment	01/05/2009
H7	Slippery Beach	01/05/2009
H8	Trip & Injury	01/05/2009
H9	Pollution	01/05/2009
G1	JYS Drowning	01/05/2009
G2	JYS Hypothermia	01/05/2009
G3	JYS Land based Injury	01/05/2009
G5	JYS Gear Failure	01/05/2009
G6	Club Fire	01/05/2009