

CLUB HEALTH AND SAFETY POLICY

Pt Chevalier Athletic Club has the health and safety of its members is a top priority and it is our intention to make the environment and activities as safe as possible for everyone who engages with our club. This policy applies to all club members, committee members, coaches, players, visitors and volunteers of the Pt Chevalier Athletic Club.

The policy is effective from 1st October 2020.
It will be reviewed annually.

To achieve this we will:

- Proactively identify hazards and unsafe behaviour and take steps to manage these to as low a level as reasonably practicable.
- Communicate and actively promote participation with employees, contractors, members and volunteers to ensure they have the knowledge to maintain a safe club environment.
- Have systems in place to record all incidents, near misses or injury as well as systems to ensure these incidents are investigated and changes made to minimise or eliminate any ongoing associated risk.
- Our Club committee will have up-to-date knowledge of workplace health and safety. This will include understanding the operations of our club, and the hazards and risks associated with those operations.
- Ensure all activities at the club have appropriate levels of supervision.
- Review and continually improve our Health and Safety systems
- Require our contractors to demonstrate the same commitment to achieving excellence in health and safety performance
- Comply with relevant legislation and regulations.

Health and Safety – Everyone’s Responsibility

Health and Safety is everyone’s responsibility, and everyone is expected to share in our commitment to work together to keep workers, volunteers, participants and anyone else engaged with our Club safe against harm to their health, safety and welfare by eliminating or minimizing risk.

All members, workers, volunteers and officers have a duty of care to take all practicable steps to identify and control risks to ensure the safety of everyone involved. Working together we can ensure that any significant hazards to workers are minimized and ensure everyone goes home safely

Emergency Procedures

In the case of an emergency event such as fire, earthquake or other event requiring evacuation, all occupants of any of the club’s buildings or related facilities shall cease activities immediately and move to the evacuation area, via the safest route.

Reporting incidents

All accidents and incidents affecting visitors, members, volunteers or workers on site are to be reported to the Health and Safety Officer or a Committee Member and recorded in the Health and Safety booklet within 24 hours.

Reporting hazards

This duty of care of all individuals engaged with the club includes the responsibility to stop any task they believe is unsafe or cannot continue in a safe manner and to report any hazards or risks that they see that may endanger others. There is a Health and Safety booklet at the BBQ area on each club night. If you see any hazards as you move around the activities with the children, please get them noted down in the book. They are then reviewed at the Committee Meetings.