



Policy Statement

Part 1: Statement of Intent

This is the health and safety policy statement of the:

Shropshire Ornithological Society and Shropshire Ornithological Society 2005

Our health and safety policy is to:

- prevent accidents and cases of ill health where they relate to the activities of the Societies
- manage health and safety risks on our nature reserves and when we hold events
- provide clear instructions and information, and adequate training, to ensure volunteers are competent to do their work
- Ensure individuals/volunteers are equipped with appropriate personal protective equipment
- consult with our volunteers on matters affecting their health and safety
- provide and maintain safe equipment
- maintain safe and healthy working conditions
- be aware of and disseminate the health and safety procedures at any venues that we use
- review and revise this policy regularly

Signed: *G J Walker*

Date: 30/5/23

Print Name: G J Walker

Review Date: 30/5/24

Part 2: Responsibilities for health and safety

Overall and final responsibility for health and safety rests with the Board of Directors

To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

Graham Walker – safety of visitors and volunteers on nature reserves and when undertaking surveys, risk assessments, consulting volunteers

Event Organiser – safety of members and non-members attending events

Meeting Leader - safety of members and non-members attending field meetings

All volunteers and those attending events and field meetings should:

- Co-operate on health and safety matters;
- Take reasonable care of their own health and safety; and
- Report all health and safety concerns to an appropriate person (as detailed above)

Part 3: Arrangements for health and safety

Risk assessment

- We will complete relevant risk assessments and take necessary action
- We will review risk assessments when working habits or conditions change

Training

- We will give volunteers health and safety induction and provide appropriate training
- We will ensure individuals/volunteers are equipped with appropriate personal protective equipment
- We will ensure suitable arrangements are in place for volunteers working remotely

Consultation

We will consult volunteers routinely on health and safety matters as they arise and formally when we review health and safety

Other

- We will ensure contractors have the necessary training and are aware of on-site risks
- We will ensure that we are aware of health and safety procedures that are in place at venues we use, including evacuation procedures, and impart them as appropriate to all participants.