

Fáilte Swing Health & Safety Policy



Part 1: Statement of intent

This is the health and safety policy statement of:

Fáilte Swing

Our health and safety policy is to:

- prevent accidents and cases of work-related ill health
- manage health and safety risks
- provide clear instructions and information, and adequate training, to ensure staff and volunteers are competent to do their work in a safe and effective manner
- consult with our employees on matters affecting their health and safety
- provide and maintain safe plant and equipment
- ensure all activities are safe and comfortable for staff, volunteers, subcontractors and participants
- maintain safe and healthy working conditions
- implement emergency procedures, including evacuation in case of fire or other significant incident
- review and revise this policy regularly

Kozue Umide

January 1st 2024

Signed

Date

Kozue Umide

January 1st 2025

Print name

Review date

Part 2: Responsibilities for health and safety

1 Overall and final responsibility for health and safety:

Kozue Umide (Business Owner)

2 Day-to-day responsibility for ensuring this policy is put into practice:

Kozue Umide (Business Owner)

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

Kozue Umide – safety, risk assessments, consulting employees, accidents, first aid and work-related ill health, monitoring, accident and ill-health investigation, emergency procedures, fire and evacuation, maintaining equipment, information, instruction and supervision, training

4 All employees and participants should:

- co-operate with Fáilte Swing and rented venue staff a 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 action.
- We will review risk assessments when working habits or conditions change.

Training

- We will give staff, volunteers, participants and subcontractors health and safety information, induction and/or training as appropriate (e.g. highlighting emergency exits, avoiding leaving articles on the floor or otherwise in areas that may cause injury, awareness of the Fáilte Swing Code of Conduct, safety instructions during classes to avoid injuries, etc)

Consultation

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

Evacuation

- We will make sure escape routes are well signed and kept clear at all times.