



## BRADFORD CURRY PROJECT

### HEALTH AND SAFETY POLICY (Last updated September 2011)

Bradford Curry Project; as a multi-faith, multi-cultural charitable organisation; seeks to provide adequate control of the health and safety risks arising from its activities. In doing so we will ensure that our volunteers are aware of this policy and are able to comment directly to the management committee on matters affecting health and safety.

Through the provision of information and training, we will specifically ensure that our volunteers are able to:

- Handle and prepare food safely and hygienically
- Safely use any/all appliances at the Project
- Safely handle and use any cleaning equipment and substances that may be used for cleaning purposes
- Understand and operate our fire safety and evacuation procedures
- Take care of their own health and safety
- Identify and act upon risks to the health and safety of those using our services
- Report all health and safety concerns to the Team Leader who should then refer to the nominated member of the Management Committee.

Where a health and safety risk has been highlighted to the nominated member of the management committee, she/he will ensure that a risk assessment is undertaken and that she/he has the findings of that risk assessment and acts upon them. All such action should be reported to and signed off by the management committee at the next available opportunity. Any risk assessments undertaken should be held on the Project's web site and be reviewed at least annually.



The nominated member of the management committee shall also be directly responsible for ensuring that the maintenance of any equipment owned/leased by the Project and used by volunteers, is undertaken on a regular basis and that such equipment and any new equipment purchased meets Health and Safety standards.

All volunteers should be given / have access to health and safety induction training when they commence volunteering for the Project, which should cover basics such as first aid, food hygiene and fire safety. The nominated member of the management committee will ensure that all volunteers have access to such induction training.

***September 2011***