

Market Deeping Model Railway Club CIO

Registered Charity No. 1187779



Health and Safety Policy

Date	Reason for revision	Writer(s)	Approvals
2/12/2025	Initial draft	R. A. Elms	
20/1/26	For Committee Consideration of Format and Initial Content Review	R. A. Elms	

1. General Statement of Intent

- **Club Commitment:** The Club will use all reasonable endeavours towards ensuring the health, safety, and wellbeing of all members, volunteers, visitors, and the public as far as is reasonably practicable.
- **Compliance:** The Club will comply with any and all relevant Health & Safety (H&S) legislation.
- **Vision:** The Club's aim is to provide a safe environment in which members may enjoy their hobby and be in a position to return home safely when they leave the club premises.

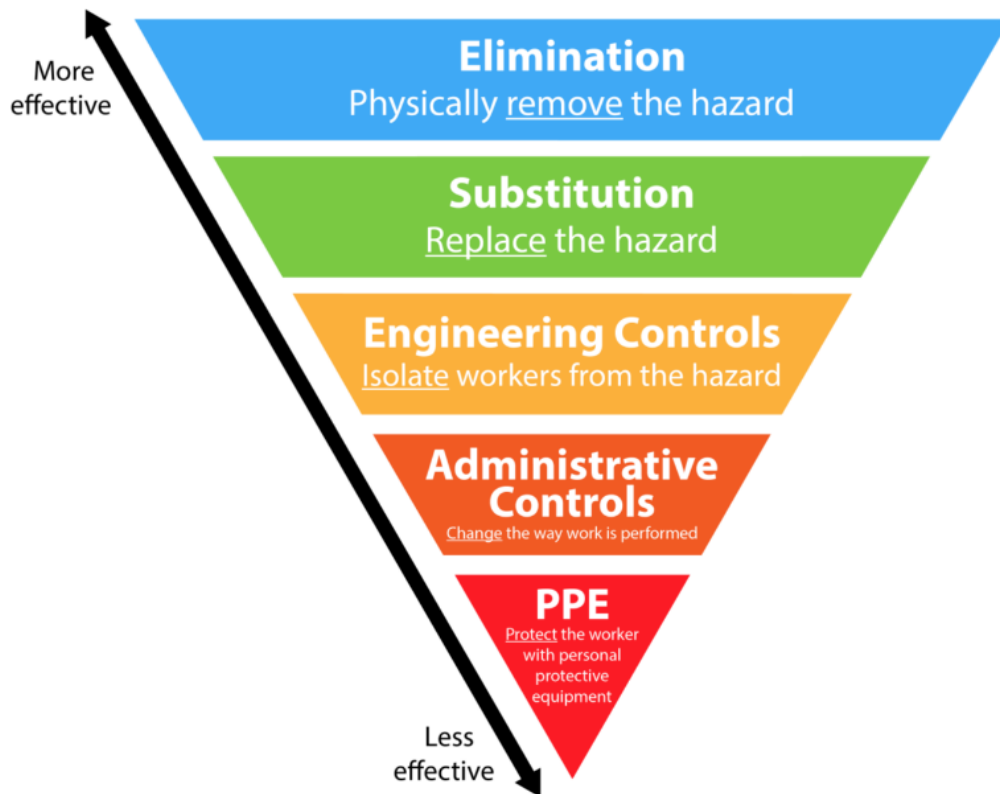
2. Responsibilities

- **Trustees/Committee Members:** The committee has overall responsibility for ensuring the policy is implemented, regularly reviewed (at least annually), and that sufficient resources are provided.
- **Competent Person:** The Committee will appoint a competent person or H&S officer to provide assistance and advice.
- **All Members/Volunteers:** Each member and each volunteer is responsible for:
 - Co-operating on all H&S matters.
 - Taking reasonable care of their own and others' safety.
 - Using equipment in accordance with training and instructions.
 - Reporting all accidents, incidents, near misses, and concerns immediately.

3. Arrangements (Procedures and Systems)

This section details the practical procedures for managing specific risks associated with model railway activities.

- **Risk Assessment:** A careful examination of anything that could cause harm to people arising from all club operations, activities, and events (e.g., operating trains, working with tools, exhibitions). Depending upon the hazard a formal risk assessment may be required and this should be retained with the Club documentation. It is the responsibility of every individual in the club to identify and assess any risks present.
- **Control measures:** Any risk identified should be controlled so that the lowest possible level of risk is achieved. Any action taken should follow the hierarchy of control to ensure that the most effective measures to contain the risk are implemented first.



- **Safe Systems of Work:** Written protocols and operating procedures should, if required, be made available for specific tasks, such as:
 - Use of tools and machinery.
 - Electrical safety (e.g., wiring layouts, controlling power).
 - Manual handling.
 - Working alone or with young/vulnerable people, including safeguarding policies (see Safeguarding Policy documents).
- **Emergency Procedures:** The Club will maintain a suitable First Aid Kit at the Club premises and at any exhibition organised by the Club. Additionally, arrangements will be made for regular fire drills to be carried out at the Club premises.
- **Training:** Members and volunteers may request any necessary H&S training for their roles where applicable.
- **Equipment Maintenance:** A system will be maintained by the Club to record any servicing of Club equipment. Work areas must be monitored to prevent trip hazards and ensure good housekeeping.
- **Insurance:** The Club will provide confirmation via any Club Newsletter or Information Board that the club maintains appropriate insurance policies, including public liability and employers' liability (if applicable), and will ensure that members are made aware of coverage specifics.