

## **LEIGH and DISTRICT U3A HEALTH and SAFETY STATEMENT**

### **STATEMENT OF INTENT**

Leigh and District U3A acknowledges its responsibilities as a Charitable Organisation, as laid down by The Third Age Trust and the Charity Commission.

Leigh and District U3A notes the provisions of the Health and Safety at Work Act 1974, which states that it is the duty of every voluntary organisation to ensure, so far as is reasonably practicable, that their members, families, friends and members of the public are not exposed to risks to their Health and Safety.

Leigh and District U3A also notes the provisions of the Health and Safety at Work Act 1974 that it is the duty of every organisation to ensure, so far as is reasonably practicable, that persons, who are not members, but who may be affected by it are not exposed to risks to their Health and Safety.

Leigh and District U3A accepts that, as an organisation, it has the responsibility to take all reasonably practicable steps to secure the health and safety of members, their spouses and others using any items belonging to Leigh and District U3A or participating in the organisation's activities. It believes that the prevention of accidents, injury or loss is essential to the efficient operation of the organisation and is part of the good reputation of the U3A.

Leigh and District U3A is committed to;

- a) Providing a safe and healthy working environment for its members, their spouses, and their families, and members of the public.
- b) Providing adequate resources for the organisation to meet its Health and Safety responsibilities.
- c) Providing adequate and competent supervision of all its activities.
- d) Providing suitable and sufficient health and safety training for personnel to carry out their Health and Safety responsibilities as assigned in the organisation section of this policy.
- e) Achieving continuous Health and Safety improvement through effective;
  - Policies
  - Organisation
  - Planning and implementation
  - Measuring and monitoring.
  - Reviewing on a regular basis.
  - Auditing of the organisation's Health and Safety management systems and performance.
  - Responding to internal and external changes that may affect the organisation's Health and Safety arrangements.

## **Health and safety responsibilities**

Leigh and District U3A has strategic responsibility for Health and Safety within all areas of the club's undertakings and has the responsibility of ensuring that health and safety performance is monitored regularly. Leigh and District U3A is responsible for ensuring that advice from competent Health and Safety advisers is available on Health and Safety matters in order to comply with regulatory controls.

The Trustees have responsibility for the day-to-day operation of Health and Safety and Welfare policies and practices, as delegated by the membership, within all areas of the organisation's undertakings and will ensure that Health and Safety policy and procedures are part of the day-to-day running of the organisation's activities.

The Trustees are responsible for ensuring that advice from competent Health and Safety advisers is sought on Health and Safety matters in order to comply with regulatory controls.

Group and event organisers are responsible for ensuring that safe working conditions are maintained for all members, visitors, and members of the public throughout their individual operating areas, as delegated by The Trustees.

Members have an obligation for their own Health and Safety, and that of their colleagues and members of the public who may be affected by their activities whilst undertaking U3A events.

Leigh and District U3A will review this policy statement if there is any significant change or at least annually, and update, modify or amend it as it considers necessary, to ensure the Health, Safety and Welfare of its members and the public.

Reviewed: 30/06/2018