

THE SAFETY, HEALTH & WELFARE POLICY STATEMENT OF

Castleknock Community Centre, Laurel Lodge

The Management Team of Castleknock Community Centre, Laurel Lodge, considers health and safety at work to be of fundamental importance.

We believe that health and safety should be considered part of our management process rather than an imposition. It is our policy to take into account in all our activities, the requirements of the Safety, Health and Welfare at Work Act 2005 and other legislative regulations as they apply to our activities.

The Management Committee does not directly employ staff however we recognising our continuing responsibility for safety and health even when work is contracted out. Our **Safety, Health & Welfare Policy Statement** applies to all users of the community centre, who we define as the management committee, the Blanchardstown Amalgamated Sports Clubs (BASC) Staff that operate the centre, the individuals and organisations who rent our facility for events, the people who attend events, the parents who bring their children to and from events and contractors who maintain our centre or perform construction work.

We will provide all users with the necessary safety and health precautions.

We only engage contractors to do new or ongoing projects that reinforce rather than damage the community centre's safety and health policies

In particular, it is our policy to:

- Ensure, so far as it is reasonably practicable, the health, safety and welfare of all users of our community centre, and other persons affected by our action;
- Provide and maintain a safe working environment which has adequate facilities and arrangements for the health, safety and welfare of all users of our community centre;
- Ensure such health, safety and welfare training, information, instruction and supervision is provided as may be necessary for personnel at all levels;
- Have in place a designated person responsible for safety who is competent to ensure arrangements specified in the safety statement are in place;
- Ensure means for consultation on health, safety and welfare matters are in place for all staff who operate the centre and any contractors who do work in the centre;
- Ensure where services are contracted out that staff are informed of their duties and obligations under the Act;
- Ensure where services are contracted out that equipment, systems of work and arrangements for the use, handling, storage and transport of the articles and substances used are safe and without risk to our health;
- Ensure all staff are provided with personal protection suitable for the task to which they are assigned;
- Provide and maintain safe access to and egress from the place of work under our control and ensure emergency plans are in place for each place of work;
- Promote personal responsibility and effort by all centre users to minimise health and safety hazards to themselves, and other users who may be affected by their acts or omissions;
- Maintain a Safety Statement as required by law;
- To continually monitor and update our Safety Statement particularly when changes in the scale and nature of their operations occur. The policy will be updated at least every 12 months;
- Bring the Safety Statement to the attention of all users of the community centre as required by law, in a form, manner and as appropriate, language that is reasonably likely to be understood;
- Place a copy of the Safety Statement in an appropriate location in our office.