

## **BARROW ANGLING ASSOCIATION LIMITED HEALTH and SAFETY POLICY STATEMENT and ARRANGEMENTS**

### **Introduction**

Barrow Angling Association has adopted the health and safety policy developed by the Angling Trust and Canal & River Trust for the benefit of angling clubs and the wider angling community across the country. Its aim is to enable organisations establish management systems that demonstrate to others their competence and commitment to safety; it covers core areas of a safety policy statement, the responsibilities of club officials including chair persons, volunteers and coaches, risk assessments and duty of care.

### **Policy Statement**

Barrow Angling Association is committed to ensuring it will do all that is; 'so far as is reasonably practicable' (SFAIRP) [HSE 2003, 2005] to prevent injury to people and damage to the environment and private property.

When dealing with health and safety issues the club's officials, members and volunteers performing the activities are to have a clear understanding of the requirement to operate within the scope of this policy statement and the arrangements. Officials, members and volunteers involved in club events or working parties will take all reasonable steps to safeguard and protect those persons taking part in events and those persons who may be affected by the club's activities.

Barrow Angling Association will co-operate with other organisations and landowners to ensure all risks are properly controlled.

### **Arrangements – Duty of Care**

Barrow Angling Association requires all persons involved in organising activities, work parties and day to day management of the association, do consider the consequences of their own actions/omissions and ensure that their actions/omissions do not give rise to a foreseeable risk of injury to other persons.

### **Arrangements – Risk Assessments**

Barrow Angling Association will ensure suitable risk assessments are performed prior to club events and activities and the assessment mitigation results implemented. Risk assessments are to be performed in accordance with the Risk Matrix and Risk Assessment template available within the Barrow Angling Association Safety Manual, Sections 3 and 4 respectively. The assessments identify hazards and mitigations necessary to avoid harm and promote health, safety and the well-being of those participating/affected by the activities.

### **Key Responsibilities – Person in Charge Chairman**

- To ensure this policy is strictly adhered to
- Ensure a Risk Assessment has been performed prior to commencing activity
- Brief officials/participants on risk mitigation, equipment and resources

## **Key Responsibilities – Officials/Work Party Leaders**

Club Officials/administrators/work party leaders are responsible for ensuring safety and well-being of those persons participating is properly maintained throughout the event/activity they are managing. This includes those persons who may be affected indirectly and also any resultant activity impact on the environment/private property.

The work party leader must ensure an effective process in place for:

- Planning
- Delegation
- Resources allocation, people and equipment
- Decision making
- Clear and effective communications

## **Key Responsibilities – Participants/Volunteers**

- Arrive in sufficient time to receive event/activity/plan instructions
- Attend briefing and debriefing
- Undertake work party leaders' instructions
- Perform allocated duties in a professional manner

## **Procedures when working with young people**

Barrow Angling Association has a Child Protection Policy and all officials, work party leaders and volunteers participating in club events/activities must sign a declaration that they have read and understood the policy and will comply with its instructions. Persons/volunteers working for Barrow Angling Association must be aware of the legal requirements regarding the supervision of young people and the ratio of responsible adults to young persons, currently:

- Novice – 1 adult to 2 young persons
- Intermediate – 1 adult to 3-5 young persons
- Senior – 1 adult to 6-8 young persons

## **First Aid and Incident Reporting – RIDDOR**

A responsible/working party person is to have attended basic first aid instruction. In the event of an incident involving an accident/personal injury, other than minor cuts and abrasions, should be recorded on the next available HSE Compliant Record Sheet at section 10 of the Barrow Angling Association Safety Manual (pages not to be removed). Both the injured person and the responsible person must sign the accident record sheet.

If there are any doubts to the nature or severity of the injuries, the responsible person is to ensure the injured person receives medical attention as soon as possible. Emergency contact telephone numbers are available on the Working Party Event Record Sheet at Section 8 of the Barrow Angling Association Safety Manual.