

Lytham Community Choir - Health and Safety Policy

Lytham Community Choir is a voluntary, non-profit music making organisation. It is Lytham Community Choir's policy to safeguard the health, safety and welfare of all its members, supporters, volunteers and others who have contact with the choir by ensuring that the choir's activities are carried out in healthy and safe conditions.

Objectives

Our objectives are:

- to promote standards of health, safety and welfare for the choir, its supporters and others who have contact with it that comply with the requirements of the Health and Safety at Work Act 1974 and all other relevant statutory legislation;
- to ensure that there are safe and accessible means of access to all places where the choir practices or performs, and to provide and maintain safe and healthy working environments, equipment and procedures for the choir members and others, and to provide such information, training and supervision as they need for this purpose.

In the pursuit of these objectives Lytham Community Choir expects all members and supporters to co-operate and give support in creating and maintaining safe and healthy conditions for the Choir to rehearse and perform in.

Overall responsibility for health and safety of the choir rests with the Musical Director, Assistant Musical Director and (?), who will ensure the effective implementation of the policy and may delegate as appropriate, provided clear roles and responsibilities are established.

Health and safety is also a responsibility for everyone at all levels. To achieve a good standard of health and safety all members of the choir must take reasonable care for the health and safety of themselves and of other choir members and others who may be affected by their actions.

Significant hazards and risks which might affect the health and safety of choir members, supporters, volunteers and others who have contact with the choir will be assessed by the Musical Director, Assistant Musical Director or, by agreement, another member of the choir, and if necessary recorded. Where any risk is identified appropriate action will be taken to control, eliminate or reduce that risk. If necessary the choir members will be excluded from a site/area where, in the opinion of the assessor, there are unacceptable risks until such time as these are mitigated.

A 'safety culture' in the Choir can be promoted most effectively if the pursuit of health and safety is accepted as an objective shared by us all. others.

We also have a special duty of care to those who may have particular requirements through, for example, disability or inexperience.

Procedures

- to ensure that an accurate record of participants is kept for all rehearsals and performances;
- to ensure that venues for performances are visited and assessed for suitability, access and safety prior to a performance taking place;
- to ensure that all electrical and musical equipment is in a good state of repair, well-maintained and complies with relevant, current legislation;
- ensure that all members of the choir are made aware of specific safety issues at each venue;
- to ensure that trip hazards are minimised at each venue;
- to ensure that members of the choir and audience are made aware of evacuation procedures in the event of a fire alarm or other emergency