



Norwich Union RFC  
Health and Safety Policy

October 2015

## **Health and Safety Policy Statement**

In accordance with the regulations detailed under the Management of Health and Safety Regulations 1992 and the Health and Safety at Work Act 1974, Norwich Union RFC is making a positive commitment to achieving the highest standards of health, safety and welfare for all those who may be affected by the activities of its operations.

It is the duty of every individual under Section 7 of the Health and Safety at Work Act 1974 to take reasonable care for their own safety and the safety of others who may be affected by their acts or omissions. As a result all individuals are actively encouraged by Norwich Union RFC to communicate any Health and Safety matters which may affect themselves or others.

Norwich Union RFC as a Rugby Club will as far as is reasonably practicable also meet its statutory obligations in the maintenance and provision of the following:

- Risk assessment activities
- Effective lines of communication for all those affected by the operating practices for Norwich Union RFC
- Regular monitoring and review of all health and safety practices
- Safe equipment and safe systems of work in their operation
- Regular servicing and checking of all machinery and equipment
- Safe arrangements for use, handling, storage and transportation of all equipment, materials and substances for use at work.
- Adequate facilities and arrangements with regard to welfare

## **Processes and Procedures**

### **Management**

The Committee of Norwich Union RFC will be responsible for the implementation of the Health and Safety Policy in accordance with the responsibilities prescribed by the Management of Health and Safety at Work Act 1992.

## **Risk Assessment**

As part of our on-going responsibilities, Norwich Union RFC will carry out regular risk assessments to ensure that all potential risks are identified and subsequently controlled. This will be in accordance with the following:

- The identification of all potential risks
- Evaluation of the adequacy of existing health and safety measures
- Implementation of action in areas of deficiency
- Regular review

## **Training**

To carry out risk assessment correctly and appropriately all club members of Norwich Union RFC will be informed and directed to posters and information folder of the following

Manual handling and lifting techniques

Fire Prevention

Control of Substances Hazardous to Health Regulations (COSH 1994)

In addition, all players will be subject to periodic fire alert procedures.

This will ensure that all parties are aware of their roles and responsibilities in the event of such an occurrence.

The committee of Norwich Union RFC will be responsible for overall health and safety in the clubhouse. They will be the point of contact for anyone as detailed who identifies a potential health and safety risk or any area where there may be cause for concern. These concerns will then be forwarded to Sprowston Cricket Clubs committee for remedial action.

## **Safe Equipment and Systems**

As part of Norwich Union RFC responsibilities, an inspection will be carried out at the beginning of each season this inspection will include

Access and exits

## Fixtures and fittings

Any irregularities or concerns will then be reported to the Sprowston Cricket Club.

Sprowston Cricket Club are responsible for the regular servicing and checking of electrical equipment and machinery on the premises.

Any changes to the health and Safety Policy will be brought to the attention of all parties. Communicating the Health and Safety Policy Players, spectators and visitors Players, spectators and visitors will be provided with appropriate information on health and safety risks via the Health and Safety Policy which will be displayed in a prominent place.

## **Contractors**

Contractors will be assessed against their ability to undertake specified tasks safely by interview and inspection of their own health and safety policy.

## **First Aid**

Norwich Union RFC will provide sufficiently qualified first aid personnel with the appropriate resources to enable first aid to be administered.

## **Reporting Accidents**

It is the Norwich Union RFC will record all accidents which conform to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR 95) are reported on the accident record book.

An accident book will also be completed for every accident involving personal injury.

Norwich Union RFC is committed to the Health and Safety of all who visit and take part in all activities at the club