

WOODHALL SPA TOWN BOWLS CLUB – HEALTH & SAFETY POLICY

WOODHALL SPA TOWN BOWLS CLUB is committed to encouraging our members to take part in the sport of bowls, but the health, well-being and safety of each individual is our primary concern.

HEALTH AND SAFETY POLICY

Woodhall Spa Town Bowls Club recognises its responsibilities under the Health and Safety at Work legislation & will:-

1. Provide and maintain a safe clubhouse, equipment, car park, green & external spaces for members, guests & volunteers.
2. Encourage awareness & best practice in all health & safety measures.
3. Ensure hazards are identified and that there is a regular assessment of risks.
4. Provide information, instruction and training as necessary to ensure everyone can be assured of a safe and healthy working environment.
5. Ensure it takes appropriate protective and preventative measures
6. Ensure that the policy is reviewed regularly and monitored for effectiveness

Organisation and Responsibilities

Responsibility for ensuring that the Club complies with Health and Safety legislation is vested in the Club's Management Committee who will arrange for an annual risk assessment to ensure appropriate measures are in place to eliminate/mitigate risk. In addition, the Club will appoint one member, whose function is at any time to draw to the Club's Management Committee attention any risks/hazards that may not have been properly identified or where the mitigation action may be insufficient. The member is Ian Kendall.

AS A CLUB MEMBER YOU HAVE A DUTY TO:

- Take reasonable care for your own health and safety and that of others who may be affected by what you do or not do.
- Comply with the Club's health & safety policy.
- Use all equipment provided by the Club safely & correctly.

- Not interfere with or misuse anything provided for your health & safety.
- Wear suitable footwear on the green, either bowling shoes or flat soled shoes approved by the Club & comply with the Club's dress code whilst bowling.
- Take care on walkways & surrounds & take special care when stepping onto or off the green. Access steps are available if required.
- Take care when using electrical & green equipment & not use damaged or suspect equipment; defective equipment should be taken out of use immediately & reported to the Club's Management Committee.
- Store bowls & other equipment safely.
- Take extra care when storing & accessing pushers & measuring sticks on their rails/racks.
- Do not lift beyond an individual's capacity & seek assistance when lifting or moving heavy equipment or furniture.
- Keep all areas clear of unnecessary items that might cause an accident.
- Always conduct activities in a manner to avoid the risk of fire. They have a duty to report immediately any fire, smoke or potential fire hazards. Make sure you are aware of the location of the fire extinguishers within the premises.

THE RISKS

Risk assessments have been carried out and identified principal areas to monitor. These are:

- Fire
- Smoking
- Electrical
- Building
- Bowling Green
- Equipment
- External Areas

- Close Season

RISK CONTROL

Fire

- fire risk assessment is displayed on the clubhouse notice board
- fire extinguishers are annually inspected & serviced by qualified personnel

Smoking

- no smoking signs are displayed on the premises
- sand bucket is provided off the premises for discarding cigarette stubs

Electrical

- electrical installations & appliances are subject to regular inspection & testing by qualified personnel

Building

- premises are checked to ensure potential hazards are appropriately marked & necessary signs are displayed.
- a first aid box is available in the kitchen & is regularly checked & maintained
- accident & visitors books are maintained

Bowling Green

- steps & ramps are available for use when stepping onto or off the green
- warning signs are displayed after application of fertilisers or chemicals

Equipment

- all equipment/machinery is kept fully maintained & regularly serviced
- first time users are trained
- chemicals, petrol & fertilisers are held securely under lock & key

External Areas

- are checked regularly to ensure potential hazards are appropriately marked & trip hazards are avoided
- car parking is provided in the field on the northern boundary & disabled parking bays are available near clubhouse
- observe no parking sign along the club's road

Close Season

- during the close season the premises are inspected weekly & the water installations are shut down

Adults at risk

- the Club has a clearly publicised Safeguarding Policy

RECORD KEEPING

- formal risk assessments
- accident book
- visitors book
- maintenance
- close season checks
- green keeping log

A copy of this Health and Safety statement is displayed within the Club and on the website

CLUB HEALTH AND SAFETY OFFICER: Mr I Kendall

prepared by I Kendall - revised 28th April 2025