

## 2.1 TRCH Policy: Health and Safety

This policy is in accordance with the Health and Safety at Work Act 1974. It applies to all current employees, volunteers, subcontractors, consultants, and visitors collectively referred to as ‘users’ in this policy.

TRCH will

- ensure that the building and grounds are safe, and that there are no items which can cause accidents
- as far as possible, ensure that any equipment we provide is safe and in good order
- provide information, instruction and supervision for users of the Trinity Rooms as appropriate – especially in relation to equipment which is provided by the Trinity Rooms
- remind users that equipment and furniture not used properly or put back properly may cause an accident
- ensure staff and volunteers are competent to do their tasks, and where appropriate give them adequate training

Staff and volunteers are asked to

- co-operate with Core Team members, and managers, on health and safety matters
- take reasonable care for their own health and safety
- report any health and safety concerns, including faulty equipment, to a member of the Core Team as soon as they can do so

### Risk Assessments

TRCH will complete relevant risk assessments and take appropriate action when necessary. TRCH will review risk assessments when working habits or conditions change.

### Training and Consultation

TRCH undertake to give relevant Health and Safety training to staff or subcontractors where appropriate.

TRCH will consult the Core Team or Trustees on any health and safety matters as they arise.

Written by	Sarah Frazer and Fran Mosley
Policy approved by	SEC Trustees May 2023
Next review due	May 2024
Published	Google Drive