

# Curdrige Reading Room Charity

## HEALTH AND SAFETY POLICY

OUR POLICY IS TO:

- a) Provide healthy and safe working conditions, equipment and systems of work for our employee(s), volunteers, trustees, members and hirers.
- b) Keep the Reading Rooms and equipment in a safe condition for all users.
- c) Provide such training and information as is necessary for staff, volunteers and users.

It is the intention of Curdrige Reading Room trustees and members to comply with all Health and Safety legislation and to act positively where it can reasonably do so to prevent injury, ill health or any danger arising from its activities and operations.

Curdrige Reading Room trustees and members consider the promotion of the health and safety of its employees at work and those who use its premises, including contractors who may work there, to be of paramount importance. The trustees and members recognise the effective prevention of accidents depends as much on a committed attitude of mind to safety as on the operation and maintenance of equipment and safe systems of work. To this end, it will encourage employees, trustees, members and users to engage in the establishment and observance of safe working practices.

Employees, hirers and visitors will be expected to recognise that there is a duty on them to comply with the practices set out, with all safety requirements set out in the hiring agreement and with safety notices on the premises and to accept responsibility to do everything they can to prevent injury to themselves or others.

Reviewed – November 2017

To be reviewed – November 2018