



# St Agnes Church, Cawston Health and Safety Policy

## Health and Safety at Work, etc. Act 1974

The health and safety of users, volunteers, and staff is paramount and St Agnes Church will adhere to the following guidelines:

- Provide a safe working/community environment
- Provide safe equipment and safe methods of working
- Ensure safe handling, storage and transportation of items and substances
- Provide an accident book
- Investigate all accidents, and carry out any necessary improvements
- Provide a first aid kit, and training

Care will be taken to identify, illuminate and reduce risks to health and safety, such as:

- Avoidance of trailing cables
- No standing on chairs, especially swivel-type chairs
- Ensure that hazardous substances are safely stored
- Use signs to draw attention to recently washed floors
- Clear up spillages of liquids, for example tea, immediately

## Fire Prevention

The building will be inspected by fire control officers, and:

- Fire extinguishers provided, as recommended, and instructions for use displayed
- Electrical equipment tested every three years
- A '*No Smoking*' policy operated throughout the building

This statement was agreed by Cawston Parochial Church Council on 20<sup>th</sup> May 2015.

Signed: A. M. Beane

Incumbent and Chair of Parochial Church Council