

Asby Village Hall

Health and Safety Policy

The management committee of Asby Village Hall seeks to provide a healthy and safe environment for all hall bookings and events. To this end the hall and its facilities are reviewed in line with guidelines provided by the Health & Safety Executive (HSE).

At appropriate intervals, the committee will appoint competent personnel to perform a Health and Safety Review.

When necessary, the committee will appoint contractors who are competent to perform the work required, and who will be provided with the necessary information to perform their work safely.

Review Process

- Reviews are to be carried out by two appropriate members of the committee.
- The review process includes, though is not necessarily restricted to, the areas covered by the HSE's "[Health and safety checklist for village and community halls](#)".
- If felt appropriate, advice may be sought from an external Health and Safety consultant.
- Observations and action points from the review are documented and held on file by the management committee. They form a working document and record when corrective actions have been taken.
- The review process is to be repeated at 24 month intervals, or whenever significant changes are made to the hall's structure and/or facilities.

General Risk Assessment

- A General Risk Assessment is generated based upon the Health and Safety review.
- It is published on the village hall website, and made available to all users of the hall.
- The risk assessment is an active document in that it identifies what further actions may be necessary to mitigate risk, and provides a means of recording when such actions have been completed.

Users' / Contractors' specific Risk Assessments

Much of the repair and maintenance work at the hall is done by self-employed workers who have responsibility for their own health and safety, and assessment of the risks involved in performing their tasks.

Similarly, hirers of the hall should be aware of any risks specific to their particular activities, and should perform their own risk assessment in relation to those activities.