

GREENWICH YACHT CLUB
(A Royal Yachting Association Training Centre)
HEALTH & SAFETY POLICY STATEMENT AND PROCEDURES MANUAL

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HEALTH & SAFETY POLICY STATEMENT AND PROCEDURES MANUAL



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Change Control – Summary Table

Date of Change	Changed By	Summary
February 2020	Sam Cornberg	First Draft Rev.01

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Health and Safety Policy Statement

Safety is of importance to all at Greenwich Yacht Club (GYC)

Accidents are regrettable and sometimes have disastrous consequences. Safety protects members, visitors and club assets and is vital to the continuing enjoyment of recreational boating and training that takes place at GYC.

The club's Council of Management (Committee) will do its utmost to:

- Provide clear guidance and oversight of safety issues covering all activities of the club.
- Ensure that structures are provided with clear defined responsibilities, authority and accountability for safety issues.
- Actively promote a sensible safety culture within the club for all members.
- Develop procedures for monitoring safety at Greenwich Yacht Club.

The Committee will ensure that safety is managed effectively throughout all club activities.

It will strive to identify and deal with safety hazards in an appropriate way in order to minimise risks to a low and tolerable level.

In doing so the committee will review and assess our own operating procedures for all club activities and will provide guidance.

Accident and incident reporting is to be reported and recorded so that lessons can be learnt and avoided in the future.

All Committee members understand that they have a duty to establish safe procedures for their areas of responsibility, not only for their own safety, but to promote safety among our members. In turn we expect individual members to take personal responsibility for their own safety and actions at every level of club activity.

Principles of GYC Health and Safety Management Arrangements

Greenwich Yacht Club ("the Club") is a limited company whose governance and management are controlled and carried out by an elected committee acting within its Club Rules and Bye-laws. This document has been prepared to provide a framework for the management of health & safety of those carrying out work at the Club, members, visitors, premises, equipment and activities. The Committee has a general duty of care to individuals under civil law and this is deemed to apply to members, visitors and those who might be affected by or within the scope of the club's activities.

In order to provide a working framework for Health and Safety at the Club this Policy is based upon the Health & Safety at Work Act 1974 together with any subsequent regulations or revisions and Club Rules prepared and endorsed by the Committee to support implementation of the Act.

The Club's duties cover:-

- a) The provision and maintenance of buildings, plant, equipment and systems of work that must be safe and fit for purpose.
- b) Arrangements for ensuring safety in connection with the use, handling, storage and transport of boats, articles, substances and equipment.
- c) The provision of appropriate information, instruction, training and supervision to enable implementation of the Club's Health and Safety Policy.
- d) The requirement that any place of work or activity under the Club's control is safe.
- e) The provision and maintenance of a working environment for employees and Club members that is safe, without risks to health, and adequate as regards facilities and arrangements for their welfare.

In relation to the Club's duties and responsibilities as contained in this Policy, and their exercise by the Committee, it is stated that the term 'so far as is reasonably practicable' shall be implied wherever relevant to qualify or limit the scope thereof, on the basis that the Policy recognises that the 'ideal' may not be possible in all cases, given the limits on the available resources and levels of potential risk within the particular circumstances of the Club's existence as a sailing club with all its recognised and accepted attendant risks and hazards which are inbuilt within its purpose and operation.

The Commodore has a duty as expressly extended under this Policy (as above) to ensure there is a written statement of the general policy for the Health and Safety at Work of employees and members, guests and visitors and that arrangements are in force for carrying out that policy.

All members have a responsibility to co-operate to achieve a healthy and safe Club environment and to take reasonable care of themselves and others. They should also bring to the attention of the Management Committee any suspected hazards that they consider are not covered by Club safety procedures.

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A copy of the Policy Statement will be displayed on the notice board for the information of guests and visitors as well as being a reminder for the Membership itself,

Where the Management Committee considers that certain activities require specific guidelines, appropriate Risk Assessments will be undertaken following the guidance produced from time to time by the Health & Safety Executive, the Royal Yachting Association, or any other competent authority, and these will be reviewed periodically.

A handwritten signature in black ink that reads "Nick Day". The signature is written in a cursive style with a long, sweeping tail on the letter 'y'.

Nick Day
Commodore, GYC