



Ashford Baptist Church
St John's Lane
Ashford
Kent, TN23 1PS

Health & Safety Policy

1 Introduction

- 1.1 Ashford Baptist Church conducts all our business and charitable activities in a manner that complies with the laws and regulations of the country in which we operate, namely the United Kingdom.
- 1.2 Where no applicable legislation or standards exist Ashford Baptist Church operates in accordance with the standards of this policy.
- 1.3 Ashford Baptist Church provides appropriate resources and actively encourages the participation of our staff and volunteers in Safeguarding the Health & Safety of all Staff, volunteers and visitors.

2 Specifically, Ashford Baptist Church Strives To:

- 2.1 Provide strong, visible leadership in all areas regarding Health & Safety practices.
- 2.2 Document Roles and Responsibilities of all staff and trustees.
- 2.3 Provide resources and any required training and competence assessment necessary for effective delivery of this policy.
- 2.4 Identify hazards and assess risks in normal day to day business, special circumstances and events.
- 2.5 Communicate openly with employees and other interested parties likely to be affected by our operations, to promote practices and conditions that support this policy.
- 2.6 Maintain equipment and the infrastructure of the building, fixtures and fittings in order to as far as reasonably practicable, ensure the prevention of ill health and injury to all parties.
- 2.7 Identify foreseeable emergencies and their consequences and prepare, test and review emergency response plans.
- 2.8 Report and investigate incidents, dangerous occurrences and near misses to identify root cause to prevent re-occurrence.
- 2.9 To ensure that all outside parties, contractors working on our behalf and volunteers have a shared consistent view to Health & Safety as our own.

3 Review

- 3.1 Our aim is to achieve continual improvement by way of a cycle of audit and review.
- 3.2 To periodically review the suitability and effectiveness of this policy.
- 3.3 We endeavour to promote safe behaviours and re-educate unsafe behaviours.

4 Responsible Persons.

- 4.1 Overall final responsibility for Health & Safety lies with Stephen Ley.
- 4.2 The following people have responsibilities in the following areas:
- 4.3 Jamie Phipps – Safeguarding Deacon.

5 Annual Review.

- 5.1 This Health & Safety Policy will be reviewed bi-annually or sooner as the need arises due to any change planned or unseen.

6 Evacuation.

- 6.1 We will review planned evacuation procedures as required or in line with this Health & Safety Policy.
- 6.2 Ashford Baptist Church will conduct an evacuation test from time to time and update if necessary.