



HEALTH AND SAFETY GENERAL POLICY

Jávea Players External **STUDIO Users Health & Safety Responsibilities**

The Jávea Players are identifying any safety risks in the premises that we own and rent, and are trying to eliminate these risks as far as possible. As part of that work we wish to ensure that all users of these premises are aware of any potential risks, and that they take measures to avoid accidents. We ask that you inform our Studio Manager of any accidents that occur, and that you also inform him of any potentially dangerous situations that you are aware of in our Studio Theatre.

1. We, the Jávea Players, are legally required to identify the duties and responsibilities on Health and Safety for the use of our facilities.
2. Those involved in the management of the Jávea Players have their duties and responsibilities clearly defined. One of the responsibilities of the management of the Jávea Players is to ensure our Health and Safety General Policy and Statement of Intent are at all times properly considered when designing and implementing our systems and procedures.
3. We also have a responsibility and duty to ensure that:
 - A. You are aware and understand the H & S implications of our General Policy and Statement of Intent.
 - B. You are aware and understand the Health and Safety rules relating to your activities whilst using our premises.
 - C. You are aware of the H&S hazards and risks associated with your activities.
 - D. You provide safe products, substances and equipment, a safe method of working, in order to create an environment in which it is Healthy and Safe to carry out your activity.
4. The above duties and responsibilities are entirely at your risk, and we request you to carry out periodic monitoring of the H&S aspects of the activities within your control when using the Studio Theatre.

1. **As a Management Committee, we must provide a written Health and Safety General Policy. This Policy reflects the legal requirements to be fulfilled on Health and Safety. This section outlines the format of our Health and Safety Statement of Intent.**

THE JÁVEA PLAYERS ASSOCIATION

HEALTH AND SAFETY GENERAL POLICY

1. The **Jávea Players** believes that one of its important functions is the prevention of accidents and the creation of healthy working environments at our facilities. We do not wish any of our members, nor any other person who is not a member of the association, to suffer as the result of our activities. To this end, we intend to comply rigorously with all Health and Safety Legislation, Codes of Practice, best guidance and work methods available, in accordance with the Health and Safety at Work Act 1974. (UK)
2. Our Health and Safety Policy and Procedures indicate the ways in which we intend to meet with legal requirements.
3. Legislation requires that, as management committee, we prepare a statement of General Policy with respect to the Health and Safety of our members, together with details of the organisation and arrangements that we have set up to carry out that Policy.
4. Therefore, we provide, so far as is reasonably practicable:
 - A. **A safe system of working.**
 - B. **Safe plant and equipment.**
 - C. **Safe means of handling and transporting articles and substances.**
 - D. **Adequate training, instruction, information and supervision.**
 - E. **A safe place of work with safe access and egress.**
 - F. **A safe and healthy environment.**
 - G. **Adequate welfare facilities.**
5. We also ensure, so far as is reasonably practicable, that the way we carry out our activities does not affect the Health and Safety of persons who are not our members, i.e. audiences, visitors and contractors.
6. It is also recognised that where we produce articles for use on our premises, or we erect or install any plant or equipment (including set constructions, lighting gantries, etc.), we have a duty to ensure the Health and Safety of those who use them, and make available all the required information for their Health and Safety.
7. We remind you of your duty to look after your own Health and Safety and ensure that you do not endanger others, and we request you to co-operate with us in meeting our legal obligations.

HEALTH AND SAFETY STATEMENT OF INTENT

To assist in meeting our legal requirements and our general duties outlined in the Health and Safety General Policy, a Health and Safety Statement of Intent has been prepared as outlined below which identifies our approach to ensuring our effective and efficient approach to Health and Safety.

THE JÁVEA PLAYERS ASSOCIATION

HEALTH AND SAFETY STATEMENT OF INTENT

1. It is our firm intention to enforce appropriate measures to control and monitor Health and Safety procedures as a vital part of running the **Jávea Players** as an efficient and successful operation.
2. Therefore, so as far as is reasonably practicable, **the Jávea Players:**
 - A. Ensures that equipment and working practices are safe and offer no hazard and risk to Health and Safety.
 - B. Ensures that all necessary precautions are taken in respect of the safe use, handling, storage and transport of materials and substances.
 - C. Provides such information, instruction, training and supervision as is necessary to ensure the Health and Safety at work of all members and the General Public.
 - D. Maintains all places of work, work equipment and transport under its control in a safe condition, free from risk to Health and Safety.
 - E. Provides adequate facilities for the welfare of Members and the General Public.
 - F. Safeguards the Health and Safety of visitors, contractors and of any members of the public who could be affected by its activities.
 - G. Provides all necessary information relating to Health and Safety in respect of procedures and services and, where necessary, consults with members.
 - H. Reviews and updates the Policy as and when necessary particularly in respect of major changes within the Association and/or changes in legislation and brings these changes to the attention of all members.
 - I. Ensures that all members are mindful of their Health and Safety responsibilities and co-operate with management in its efforts to fulfil the above Policy.
 - J. Ensures the Policy is monitored in the Premises.