

Health & Safety Policy

Uffington Museum Trust

General Statement of Policy

The Trustees of Uffington Museum Trust (UMT) are committed to ensuring the health, safety and welfare of all those who volunteer in the Tom Brown's School Museum (TBSM), so far as is reasonably practicable, and recognise that the effective management of health and safety is an integral part of our overall business performance. We also fully accept our responsibility for other persons such as contractors and visitors who may be affected by our activities.

Volunteers are protected by health and safety legislation but are not subject to it. However, under civil law, they must still act in a way which helps maintain the safety of themselves, and anyone who may be affected by their actions. The objectives of the Policy are to ensure that our statutory obligations are met, but these are regarded as minimum standards to be exceeded wherever possible. We will continually strive to improve our management of workplace risks.

We will:

- Ensure there is adequate control of the health and safety risks arising from our work activities
- Provide and maintain systems that are safe and without risk to health for:
 - work
 - equipment
 - working conditions
- Ensure that
 - Volunteers are competent to carry out their duties so they can cope with the particular health and safety aspects and/or responsibilities associated with their role and place of work
- Provide new and existing volunteers with
 - appropriate information
 - instruction
 - training and supervision
- Provide and maintain adequate facilities and arrangements to enable all volunteers to raise issues of health and safety
- Consult our volunteers on matters affecting their health and safety
- Provide adequate facilities and arrangements for volunteers welfare
- Make regular safety inspections and set safety standards

Whilst the onus of Health and Safety falls primarily on the UMT, all volunteers have legal obligations to take all reasonable care to protect themselves and anyone else affected by their acts or omissions. They must co-operate by:

- Working safely and efficiently to approved methods
- Working with regard to the safety of themselves and others

- Adhering to safety procedures, training guides and instructions
- Reporting all accidents and co-operating in the investigation of accidents and measures taken to prevent recurrence
- Reporting possible hazards, defects or dangers

This policy will be regularly monitored to ensure that the objectives are achieved and updated in the light of legislative or organisational changes.

Approved: 18 January 2021