



Health & Safety Policy

Introduction

Sherfield English Bowling Club recognises its responsibilities under the Health and Safety at Work Act 1974 and accompanying legislation to ensure the following:

- To provide and maintain a safe Clubhouse and Green, safe equipment and a safe environment for members and guests, particularly for volunteers working for the Club.
- To ensure hazards are identified and that there is a regular assessment of risks.
- To provide information, instruction and training as is necessary to ensure everyone can be assured of a safe and healthy working environment.
- To promote awareness of Health and Safety encouraging best practice.
- To ensure it takes appropriate protective and preventative measures.
- To ensure there is access to competent advice.

Organisation and Responsibilities

- Responsibility for ensuring that the Club complies with Health and Safety responsibilities is vested in the Club's Committee. In addition, the club appoints one member, whose function is at any time to draw to the Committee's attention any risks/hazards that may not have been properly identified or where mitigation action may be insufficient.
- Our Health & Safety Officer is Cathy Stanton.
- Contact details are on the Health & Safety notice boards inside & outside the clubhouse.

The Risks

As a small organisation, the Club does not employ any full time staff but Health and Safety law requires that where volunteers are used on a regular basis (e.g. Secretary, Treasurer, Green Staff) they should, for the purposes of the Act, be treated as employees, even if unpaid.

The Club has identified the following principal areas where it needs to monitor closely, risks associated with the work done by volunteers.

- a) Fire
- b) Trips /Fall
- c) Electricity - risk of fire and personal injury
- d) Chemicals/Fertilisers
- e) Use of machinery
- f) Food safety
- g) First Aid
- h) "Adults at Risk"
- i) Lone Working

Rating of Risks

- Risks will be evaluated to decide if existing precautions are adequate or if more should be done. We will consider how likely it is that each hazard will occur **(probability)** and the severity of harm that will result **(impact)** if it does. This will determine whether we need to do more to reduce the risk.
- To make an informed decision for each significant hazard whether the remaining risk is **High, Medium or Low as follows:**

Probability		Impact	
1.	Zero	1.	No impact
2.	Low - Will seldom occur	2.	Slight injuries requiring first aid only
3.	Medium - Will occasionally occur	3.	Serious injuries requiring paramedic or hospital
4.	High - Will frequently occur	4.	Major injuries causing stay in hospital.
5.	Very High - Certain or near certain to occur	5.	Severe death or major injury or irreversible damage

Risk Rating = Probability x Impact	
< 5	LOW: No action required
5 - 14	MEDIUM: Action required to reduce risk
> 14	HIGH: Unacceptable - risk must be reviewed

5				
4				
3				
2				
1	2	3	4	5

Measures in Place to Mitigate Risk

- Fire: The fire extinguishers are inspected annually and serviced by qualified personnel.
- Trips/Fall: - At the beginning of each season the premises/green are checked to ensure that potential hazards are appropriately marked and that any necessary warning signs are visible. An Accident Book is maintained and kept in the.....
- Electricity: Electrical installations and portable electrical equipment are subject to periodic inspection and testing.
- Chemicals/Fertilisers: Chemicals and Fertilisers are held securely under lock and key. Use of chemicals is contracted out to an appropriate contractor.
- Use of Machinery: All machinery is kept fully maintained and regularly serviced. First time users of machinery are trained and initially supervised by experienced operators.
- Food Safety: Kitchen facilities are maintained to a high standard and members are made aware of Food Hygiene requirements.
- First Aid: The Club cannot necessarily from its own membership expect to have trained first aiders on hand to deal with any incident. It does provide two first aid boxes that are regularly checked, one located in the kitchen area and one in the area adjacent to the Disabled toilet.
- There is no mobile phone in the clubhouse and no access to a public phone in the vicinity so members' mobiles are to be used.
- There is a Defibrillator situated at the Pavilion with clear signage.
- Hot Weather: The club will ensure that members do not put themselves at risk by bowling in extreme heat conditions of 27 degrees Celsius (80F) and above. Cold water should be available for re-hydration throughout the game.
- The Club has a clearly publicised Safeguarding Protection Policy.
- At least two members when work is being undertaken especially involving machinery and working from a height. If visiting alone, ensure a relative etc knows where you are and expected return. Have a mobile phone available.

Record Keeping.

The following documentation is held:

- List of Green equipment and manufacturers' manuals/instructions.
- Simple bullet-point instructions for use of motorised or heavy equipment.
- Record of training given on use of equipment.
- Formal Risk Assessments
- The Accident Book.(Located on the shelf below tv)

Sharing of Health and Safety Information

- A copy of this Health and Safety statement is available. Members are asked to familiarise themselves with the content and if necessary to draw the attention of the Committee members to any areas of concern.

Revision	Date	Notes
V1.0	Feb '26	First version for discussion
V2.0	March '26	Second version implemented