



## Operating Procedures & Health and Safety Policy

### Health and Safety Policy Statement

North Somerset Paddlesports Club is strongly committed to encouraging our members to take part, but the health, wellbeing and safety of each individual is always our paramount concern. We recommend the level and nature of training and activities to be dependent on age and ability, and expect our members to participate within these boundaries.

### Health and Safety Policy

To support our Health and Safety Policy statement, we are committed to the following duties:

- Undertake regular, recorded risk assessments of the club equipment and all activities undertaken by the club.
- Create a safe environment by putting health and safety measures in place as identified by the assessments.
- Ensure that all members are given the appropriate level of training and engage in activities/competition commensurate with the individual's ability depending on age, maturity and development.
- Ensure that all members are aware of, understand, and follow the club's health and safety policy.
- Appoint a competent club member to assist with health and safety responsibilities in the role of Club Safety Officer.
- Ensure that operating procedures (OPs) and emergency operating procedures (EOPs) are in place and known by all members.
- Provide access to adequate first aid facilities, a phone, and a qualified first aider at all times.
- Report any injuries or accidents sustained during any club activity and keep a record of all such incidents.
- Ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness.

### As a Club Member You Have a Duty To:

- Take reasonable care for your own health and safety and that of others who may be affected by what you do or do not do.
- Cooperate with the club on health and safety issues, respecting club rules and policies.
- Correctly use all equipment provided by the club.
- Not interfere with, or misuse, anything provided for your health, safety, or welfare.

### Club Officers Responsible for Safety

- Club Safety Officer: Luke Moore
- Club Welfare Officer: Beth Palmer
- Equipment Officer: Colin Southcombe
- Lead Coach: Luke Moore

### First Aid and Emergency Procedures

- Qualified First Aiders: All Club coaches and leaders are trained and certified in first aid.
- Location of First Aid Facilities: Available at club sessions and events; leaders carry first aid kits during all activities.
- Emergency Procedures: Clearly communicated at the start of each session and reviewed regularly.
- Late back procedure to be implemented on trips
- Club committee to be made aware of incidents asap



# North Somerset Paddlesports Club

## Review

- Reviewed: August 2025
- Next Review: April 2026