

# Health and Safety Policy

## Intent

The policy of Safe Sport International is to provide and maintain safe and healthy working conditions and environment for all our members, volunteers, associates, contractors, employees and users, plus any other people who are directly affected by our activities, such as members of the public at our events.

## Management Responsibilities

The SSI Trustee Board has overall responsibility for health and safety in the organisation, and for ensuring that it fulfils all its legal responsibilities. It recognises that it is the duty of Committee members and volunteers to uphold this policy and to provide the necessary funds and resources to put it into practice.

1. The Chief Operating Officer is responsible for the implementation and monitoring of health and safety policies and recommending changes where necessary.
2. All accidents or unsafe incidents will be investigated by Chief Operating Officer on behalf of the SSI Trustee Board as soon as possible and then to be reported to the SSI Trustee Board at the next available SSI Trustee Board meeting.
3. Induction training for volunteers and staff will include the Health and Safety policy and will be provided by the Chief Operating Officer or SSI Committee Chair.

## Volunteer and Staff Responsibilities

All volunteers and staff will ensure that they:

- comply with this health and safety policy;
- contribute to health and safety matters as they arise prior to, during, and following events;
- take reasonable care of themselves and others who may be affected by their actions or omissions;
- report all health and safety concerns near misses (things which could have led to an accident) to the Chief Operating Officer or member of the SSI Trustee Board.

## Arrangements at SSI Events

A core activity of Safe Sport International is to organise and host events and conferences that bring the safe sport community together.

1. A relevant risk assessment will be carried out before every one-off event. This will include assessing risk as it relates to all aspects of the event including (but not limited to):
  - Venue
  - Equipment
  - Volunteers
  - Attendees
  - Safeguarding
  - Fire safety
  - First Aid
2. Appropriate precautions will be taken to minimise hazards at events and activities.
3. All volunteers and staff will be made aware of the precautions they need to take as noted on the relevant risk assessment.
4. Where appropriate we will provide appropriate training for those taking specialist roles or the use of any specialist equipment.

## Policy Review

This policy will be reviewed annually by the Trustee Board.

Document control:

Date	Version	Nature of change(s)
7 March 2024	DRAFT V.1.0	New document created
13 June 2024	V1	Approved by SSI Trustees

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