

## **NOTE TO ALL EMPLOYEES, VOLUNTARY HELPERS & CONTRACTORS**

The success of this policy is our mutual responsibility. It is therefore important that you read this document carefully and understand your role and the overall arrangements for Health, Safety, Security and Environmental (HSSE) issues.

### **SECTION A GENERAL STATEMENT OF POLICY**

We welcome all who come here to worship or to use our facilities. Our goal is to ensure that at all times this is a safe environment, to prevent accidents or any harm to people or the community in which we live.

Everyone has a shared responsibility in this but we recognise our obligation to ensure, so far as is reasonably practicable, the health, safety and welfare of all who visit the church or take part in any activities for which we are responsible.

For those who carry out work for the church we will endeavour to provide and maintain safe and healthy working conditions, equipment and systems of work and to provide such information, training and supervision as they need for this purpose.

The roles and responsibilities for safety matters and the particular arrangements which we will make to implement the policy are detailed in a separate document which is available to all on request and is published on our web site: [www.widcombebaptistchurch.org](http://www.widcombebaptistchurch.org).

The policy will be kept up to date, particularly in the light of any changes to our buildings or activities. To ensure this, the policy and the way in which it has operated will be reviewed regularly and the appropriate changes made.

Health and Safety matters will be reviewed at each meeting of the diaconate and if anyone has an issue they would like considered they should notify the Church Administrator, Mrs. Jayne Lawes in the church office.

Signed: Trevor Dolby (Secretary to the Trustees)

Dave Bishop (Deacon responsible for Health & Safety)