

Dundee Roadrunners Health & Safety Policy

Dundee Roadrunners' Health & Safety Policy is the organisation's commitment to ensuring that high standards and good practices are maintained, developed and used in compliance with Health and Safety Law, legislation and recommended standards.

The Law

The Health and Safety at Work Act 1974 requires Dundee Roadrunners to provide whatever information, instruction, training and supervision as is necessary to ensure, so far as is reasonably practicable, the health and safety of our members.

Dundee Roadrunners are committed to providing training as appropriate.

We assess the risks to our members and to any other people who may be affected by the way we conduct our activities. That is so that we can identify the measures we need to take to comply with health and safety law, which includes training and the provision of information.

The Safety Representatives and Safety Committees Regulations 1977 and the Health and Safety (consultation with employees) Regulations 1996 require Dundee Roadrunners to consult our members on health and safety issues. All activities undertaken by Dundee Roadrunners are risk assessed and managed appropriately according to likelihood and probability of occurrence.

Dundee Roadrunners requires that members at all times take high regards for their own safety and for the safety of other members, the public and other organisations.

Dundee Roadrunners respect that health and safety issues are paramount to maintaining safe environments where people are protected from harm when they are involved with our organisation.

Duty of Care – Volunteers, Members etc

Health & Safety at Work Act is written in respect of paid employees; however Dundee Roadrunners take a moral responsibility to ensure that, as far as possible, volunteers are protected from physical, financial and emotional harm arising from volunteering.

Dundee Roadrunners have a duty of care towards our volunteers, visitors and members. Section 3 of the Health & Safety at Work Act 1974 enshrines a similar duty in statute law.

Duty of care is regarded as common law, for Dundee Roadrunners to take reasonable care to ensure that the activities of your volunteers are conducted to reduce the risk of harm. Processes for Risk Assessment and Risk Management also apply to all volunteers, volunteering activities, projects and activities while registered as a volunteer with Dundee Roadrunners.

Roles & Responsibilities

Dundee Roadrunners seek to ensure that volunteers under the direct management of the club also work in a healthy and safe environment (as above). Dundee Roadrunners also accept our responsibility for the health and safety of other people who may be affected by our activities i.e. volunteers, members of the public.

Health and safety is the shared responsibility of everyone. The allocation of duties for specific safety matters and the particular arrangements that Dundee Roadrunners make are as follows:

Policy Review: This is the responsibility of the Dundee Roadrunners' Management Committee and is undertaken annually as a minimum standard, but will be reviewed more frequently in light of the occurrence of accidents, incidents or near misses.

First Aid: A First Aid Kit is available at coached sessions, which are; Monday night trail runs, Thursday night interval sessions, and all club races or group events. Leaders are responsible for monitoring stock and it is replenished by the appointed Health & Safety Officer.

First Aiders: There are a number of trained first aiders in the club, and Dundee Roadrunners are committed to having first aiders available as much as is practical. The club will regularly arrange first aid training as is seen to be required.

Medical Declaration: Dundee Roadrunners will only carry out medical screening as appropriate to a particular programme or activity. It is expected that members will have medical clearance from their doctors before attending club, and members will be encouraged to let coaches know of any medical issues that may affect their training.

Accidents/Incidents/Near Misses

Dundee Roadrunners maintain an Accident/Incident Book and a Near Miss Log.

The Accident/Incident Book is updated as and when required, when an accident/ incident occurs and/or when an accident or incident is submitted. Near misses are also recorded to ensure that lessons can be learned and applied in policy and practice.

Emotional Well-being

Dundee Roadrunners have a Dignity Policy. The purpose of which is to outline the responsibilities of Management Committee in helping to ensure that Dundee Roadrunners has a culture, ethos and practice which is free from bullying, harassment, victimisation and discrimination.

This policy outlines support for committee members, volunteers and club members that are subject to bullying, harassment, victimisation or discriminatory behaviour and describes the procedures that should be followed in the event that a complaint of unacceptable behaviour is made.

Date of Implementation: 6.8.19

Date of Next Review: 6.8.20

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Policy Owner: Dundee Roadrunners