

The National Youth Brass Band of Great Britain

Health & Safety Policy

General Statement

In keeping with its overall objectives and in accordance with the requirements of the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999 and subsequent amendments, The National Youth Brass Band of Great Britain will take all reasonably practicable steps to ensure the health, safety and welfare of its members and staff. A high standard of performance in this respect is one of the NYBBGB's principle objectives and an integral part of its approach to all its activity.

The NYBBGB aims not only to reduce accident and sickness absence rates but also to promote the well being of its members and staff to develop a positive attitude to health and safety throughout the NYBBGB.

The involvement and co-operation of all members and staff on both an individual and collective basis are crucial to the achievement of these aims. Accordingly, the NYBBGB will ensure by informing, training and consulting members and staff that they are aware of their responsibilities and capable of discharging them and that they have an opportunity to contribute to establishing and maintaining effective health and safety practices.

In all its activities the NYBBGB acknowledges and will seek to meet its responsibilities for health and safety in respect of those who are not its members or staff and the environment in which it operates.

The NYBBGB will seek to achieve its aims by:

Creating and maintaining a positive health and safety culture which secures the commitment and participation of all members and staff.

Meeting its responsibilities to members and staff, to other people and to the environment in a way which recognises that legal requirements are only a minimum standard.

Adopting a planned and systematic approach to the implementation of the NYBBGB's health and safety policy to ensure:

- the provision and maintenance of plant and systems of work that are, so far as is reasonably practicable, safe and without risk to health;
- arrangements for ensuring, so far as is reasonably practicable, safety and the absence of risks to health in connection with the use, handling, storage and transport of articles and substances;
- the provision of such information, instruction, training and supervision as is necessary to ensure, so far as is reasonably practicable, the health and safety at work of its members and staff;
- the maintenance of any place of work under the NYBBGB's control in a condition that is safe and without risks to health and the provision and maintenance of means of access to and egress from these places of work that are safe and without such risks so far as is reasonably practicable;
- the provision and maintenance of a working environment for members and staff that is, so far as is reasonably practicable, safe, without risks to health and adequate as regards facilities and arrangements for their welfare at work

Identifying and assessing the risks associated with all activities of the NYBBGB with the aim of eliminating or controlling the risks, so far as is reasonably practicable.

Allocating resources to meet the requirements of the NYBBGB's health and safety policy.

Promoting occupational health initiatives, e.g. dealing with stress, musculoskeletal disorders, vibration risks.

Planning for health and safety including the setting of realistic short and long term objectives, deciding priorities and establishing adequate performance standards.

Monitoring and reviewing performance on a regular basis.

Organisation for Implementation

The Administrator or the appointed deputy is responsible, so far as is reasonably practicable, for ensuring the health, safety and welfare at work of all NYBBGB members and staff by:

- determining the organisation through which the policy will be implemented and delegating responsibility for implementation within the NYBBGB;
- ensuring that adequate resources are made available to enable the NYBBGB policy to be implemented ensuring that health and safety considerations are an integral part of the overall management culture;

- developing a positive attitude to health and safety among members and staff by demonstrating their own commitment to achieving a high standard of health and safety performance;
- ensuring the establishment and maintenance of effective health and safety management systems within departments;
- ensuring the appointment of a competent person to assist the NYBBGB to apply the provisions of health and safety policy, so far as is reasonably practicable, for ensuring the health, safety and welfare at work of all members and staff.

Monitoring

It will be the responsibility of the Administrator or the appointed deputy and individual senior members of staff to monitor the effectiveness of this policy.

Accidents: Recording and Reporting. Systematic and comprehensive arrangements will be maintained for accident reporting, recording and analysis. These arrangements will ensure compliance with 'The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995'.

All accidents involving members and staffs or non-members and staffs occurring as a result of the Authority's undertaking shall be recorded.

The Administrator or the appointed deputy must be informed immediately of a major injury or fatal accident or dangerous occurrence.

Emergency Procedures

Adequate procedures to ensure the safe evacuation of premises in the event of an emergency will be developed and regularly reviewed. These procedures will be communicated to all members and staff and tested regularly to ensure effectiveness.

Joint Consultation

The NYBBGB recognises that the participation of members and staff on both a formal and informal basis is vital to the success of this policy. Accordingly it will:

- foster all forms of positive members and staff involvement in health and safety matters;
- encourage the appointment of safety representatives and provide such facilities as they may reasonably require to carry out their functions;
- consult relevant safety representatives with regard to appropriate issues.

Issue and Review

A copy of this statement shall be brought to the attention of all members and staff. It will be reviewed regularly, may be modified from time to time and will be supplemented where appropriate by further statements relating to the work of particular departments or groups of members and staff.