



**Warminster Saddle Club**  
**Oxendene, WARMINSTER, Wiltshire, BA12 0DZ**  
 Telephone: 01985 213925  
 Email: [info@warminstersaddleclub.co.uk](mailto:info@warminstersaddleclub.co.uk)  
[www.warminstersaddleclub.co.uk](http://www.warminstersaddleclub.co.uk)  
 BHS Approved

## HEALTH AND SAFETY POLICY

This is the statement of general policy and arrangements for: Warminster Saddle Club.		
Mr Duncan Wilson (Chair) has overall and final responsibility for health and safety.		
Mrs Paula Coward (Chief Instructor) has day to day responsibility for ensuring this policy is put into practice.		
<b>Statement of general policy</b>	<b>Responsibility of: Name/Title</b>	<b>Action/Arrangements (What are you going to do?)</b>
Prevent accidents and cases of work - related ill health by managing the health and safety risks in the workplace, including risk assessments.	Mrs Paula Coward Chief Instructor	Relevant risk assessments and actions arising out of those assessments implemented. All risk assessments, emergency procedures and best-practice actions must be regularly reviewed on an annual basis or when circumstances change triggering a review. The level of change necessary to trigger a review must be defined and understood by all.
Provide clear instruction and information, and adequate training, to ensure employees are competent to do their work.	Mrs Paula Coward Chief Instructor	Staff and subcontractors given necessary health and safety induction and provided with appropriate training in clipping etc All such training must be recorded in employment/visit documents and a review date (if required) identified and agreed with all parties
Engage and consult with employees on day-to-day health and safety conditions.	Mrs Paula Coward Chief Instructor	Staff routinely consulted on health and safety matters as they arise but also formally consulted at regular health and safety performance review meetings or sooner if required.
Implement emergency procedures - evacuation in case of fire or other significant incident.	Mrs Paula Coward Chief Instructor	Escape routes well signed and kept clear at all times. Evacuation plans are tested for time to time and updated in necessary.
Maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery, and ensure safe storage/use of substances.	Mrs Paula Coward Chief Instructor	Toilets, washing facilities and drinking water provided System in place for routines inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects. Safe storage of substances.