



Harwich Angling Club

Health & Safety Policy

Part 1: Health & Safety Policy Statement for members of the Harwich Angling Club

Harwich Angling Club places the utmost importance on Health & Safety. It is the Club's objective to provide a safe and healthy environment that fully meets the requirements of the Health & Safety at Work Act 1974 and associated legislation, for all Club Members.

The Club will, so far as reasonably practicable, provide and maintain the fishing facilities to ensure the safety of all club members that use or visit the Club's fisheries.

This Health & Safety Policy statement and the associated Club Health & Safety paperwork represent the policy and system against which the Club will monitor and assess its Health & Safety performance. Every Club Member has a legal responsibility, (a duty of care) to look after their own and others health & safety and comply with this policy and Club rules any other health & safety paperwork issued by the Club. Regular Fishery audits will be carried out to ensure health & safety arrangements are of an excellent standard and rules and procedures are being understood and followed. Health & Safety paperwork will be reviewed annually or when current legislation is updated, new legislation comes into force or when amendments are necessary in the light of experiences or developments.

The person with overall responsibility for Health & Safety within the Harwich Angling Club is Peter Standing who will be assisted in his duties by the Club's Officers and Committee Members.

Peter W Standing

Signed by: Peter Standing
Harwich Angling Club Health and Safety Officer
June 2012

Part 2: Organisation

Health & Safety within the organisation:

The Harwich Angling Club's Health and Safety Officer – Peter Standing has overall responsibility for Health & Safety for the Harwich Angling Club and will ensure that his common law duty is fulfilled in regards to providing the Club's Members:

Proper and safe equipment where applicable

Safe systems of work

Ensure safe systems of work, risk assessments are provided for any activity which requires them.

Provide adequate financial resources in relation to Health & Safety obligations.

Part 3:- Summary of General Arrangements

3.1: Introduction:

This document provides a summary of the arrangements for Health, Safety and Welfare, additional paperwork such as, risk assessments, which should be read in conjunction with this Policy.

3.2: Health & Safety Policy Statement:

As required under Health & Safety Law the Harwich Angling Club has provided a Health & Safety Policy Statement as evidence of its commitment to maintain a safe and healthy facility, a copy of our Policy is included with the Harwich Angling Club's Rule Book and is available to all Club Members.

3.3: Risk Assessments/Safe Systems of Work:

Harwich Angling Club assesses the risk to Health & Safety of anyone who might be affected by their fishing activities. Many of our risk assessments are generic. Fishery specific risk assessments are written and recorded for any deviations of our original generic risk assessments.

3.4: Risk Assessments for Vulnerable Persons, who are Club Members:

Harwich Angling Club does not provide specific facilities for vulnerable persons. Harwich Angling Club does operate a policy whereby if vulnerable persons, who are Club Members, wish to use the facilities they must be accompanied by a responsible adult/ carer, who are required to carry out their own risk assessment. A template risk assessment can be provided by Harwich Angling Club but responsibility and further risk identification is the responsibility of the responsible adult/carers.

3.5: Risk Assessment for Junior Club Members:

Junior Club Members must be accompanied by a parent/relative or any adult nominated by the junior members parents (Rule 35).

The parent/relative or nominated adult accompanying the junior member must be either a member or a non-fishing member of the Harwich Angling Club. (Rule 35a).

3.6: Inexperienced Anglers:

Club Members who are anglers that have no previous experience should request information, instruction, training prior to using the Club's fisheries to ensure their safety and the safety of others.

3.7: Club Rules:

Harwich Angling Club rules must be followed at all times to ensure the health & safety of all Club Members.

3.8: Protective Clothing:

It is the responsibility of all anglers to wear appropriate clothing and skin protection.

3.9: Contractors Working on Club Fisheries:

Any Contractor working on Club Fisheries will be required to provide a risk assessment and method statement prior to the work, commencing to ensure the ergonomics have been assessed and adequately controlled.

4:- Implementation & Operation

4.1: Training:

Where anglers have no experience, upon request training will be given by a competent Club Officer or Committee Member.

Junior Club Members must be accompanied by a parent/relative or any adult nominated by the junior members parents (Rule 35).

The parent/relative or nominated adult accompanying the junior member must be either a member or a non-fishing member of the Harwich Angling Club. (Rule 35a).

4.2.: Communication and Consultation with Club Members and Day Ticket Guest:

The Harwich Angling Club recognises the need for effective communications and takes steps to ensure that Club Members and Day Ticket Guests are well informed on Health & Safety matters.

If Club Members or Day Ticket Guests, have any issues with regards to their or other's Health & Safety they are to inform the Health and Safety officer or a Club Officer immediately.

Day Ticket Guests, who wish to use the facilities, must be accompanied by a responsible Harwich Angling Club member. Who is required to carry out their own risk assessment. A template risk assessment can be provided by Harwich Angling Club but responsibility and further risk identification is the responsibility of the responsible Harwich Angling Club member.

4.3: Documentation Control:

A system of document control, amendment and update is used to ensure that all documentation is kept up to date.

4.4: Work Equipment:

Harwich Angling Club ensures that:

Equipment is suitable for the intended purpose and complies with relevant regulations.

Equipment is regularly inspected by a competent person where necessary.

Faulty equipment is identified and repaired.

All electrical appliances are PAT tested at the required intervals.

Records of repairs recorded and maintained.

4.5: Refusing Entry onto Site:

The Officers of Harwich Angling Club have the right to refuse entry onto the Harwich Angling Club facilities to any Club member or Day Ticket Guest who do not comply with the rules and procedures implemented by the Harwich Angling Club.

5:- Checking and Corrective Action

5.1. Accidents, Incidents:

All accidents, dangerous occurrences and near misses are to be reported to the Harwich Angling Club Health and Safety Officer.

These are to be recorded in the Club's accident book.

The Harwich Angling Club has implemented procedures for reporting, recording and investigation of accidents and near miss incidents, and the reporting of accidents and near misses under RIDDOR. (*Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995*).

5.2. Auditing:

Regular health & safety audits are carried out on our fisheries by our health and safety officer to ensure that both Club Members and Day Ticket Guests are complying with the Club's rules and procedures.

5.3. Reviewing Health & Safety Paperwork and Policies:

Health & Safety paperwork is reviewed once a year, or when new activities are undertaken by the Harwich Angling Club, or when new legislation has come into force.

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