

FSEG Health and Safety Policy

Ferryside Social Enterprise Group (FSEG) has responsibility for the health and safety of persons on the site known as Calon y Fferi Community Centre, and for ensuring that it fulfils its legal responsibilities. FSEG trustees recognise their duty to uphold this policy to the best of their ability, ensuring that personnel on site are aware of FSEGs Health and Safety requirements and that they exercise due diligence in this regard.

FSEG is responsible for:

- Implementing and monitoring its health and safety policies on the premises.
- Installing and maintaining appropriate safety measures including fire detection and alarm systems. (See separate Fire Policy and Procedures for details)
- Having appropriate insurance cover.

There are different categories of personnel on FSEG premises at any one time. They include:

- Staff
- Trustees and other volunteers
- General public attending events organised by FSEG
- Hotel guests
- Tenants and their staff / visitors
- Hirers of rooms or facilities and their users
- Contractors

FSEG will:

- Assess the risk to the health and safety of staff; trustees; volunteers; visitors and hotel guests.
- identify what measures are needed to comply with its health and safety obligations.
- Maintain records and require risk assessments to be reviewed and updated where there is a significant change to activities, the premises or the equipment used.
- Ensure that equipment provided by FSEG is safe and well maintained; inspected regularly, and records kept up to date.

- Investigate and maintain records of accidents or unsafe incidents. If necessary, take remedial action to ensure no reoccurrence, along with a report to the Trustee officers.
- Install appropriate signage showing the limits of the public areas.
- Ensure adequate fire alarm system signage and means of evacuation in compliance with FSEG Fire Safety Policy and Procedure.
- Provide information, instruction /training for staff, trustees and volunteers in safe working methods and procedures.

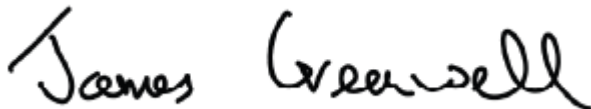
Further FSEG will ensure that users, defined as tenants, contractors and those hiring rooms, are

- made aware of the site safety standards and procedures,
- responsible for the safety of their activities.
- have completed their own risk assessments and that they are available for inspection if required?
- have insurance cover.
- made aware that neither hazardous substances nor activities are allowed on the premises.

Reviews

This policy and related procedures will be reviewed bi-annually.

Signature of chair:



Date policy reviewed: 27th November 2025

Date that next review is due: November 2027