

Cleveland Mountaineering Club Health and Safety Policy 2011

Health and Safety Policy Statement

The Committee of the Cleveland Mountaineering Club (the Committee) recognises that members of the Cleveland Mountaineering Club (the CMC), guests and others are faced with a wide variety of hazards whilst involved in CMC activities and whilst working on or staying in CMC premises. The committee recognises that it, on behalf of the CMC has a duty of care to all members and all other visitors to its premises as well as specific statutory duties.

In relation to the mountain activities of members and guests, particularly when on organised CMC meets, the committee recognises and endorses the British Mountaineering Council's (BMC) Participation Statement::

The BMC recognises that climbing and mountaineering are activities with a danger of personal injury or death.

Participants in these activities should be aware of and accept these risks and be responsible for their own actions and involvement.

The Committee, on behalf of the CMC expects all members and guests to accept the principles of the above statement.

Whilst acknowledging these hazards, the Committee of the CMC is determined to reduce the risks associated with such hazards, as far as is reasonably practicable and as far as they are within their control.

In particular, the aims of this policy are:

1. To ensure that the the Agnes Spencer Memorial Hut, Patterdale, Cumbria, (the Hut) is safe for all members, guests, visitors, contractors and members of the public.
2. To endorse a safe approach to the mountain, and other, activities of members and guests whilst using the Hut and whilst on CMC meets.

These aims will be promoted by relevant notices and information to help ensure that the above aims can be met. This policy document will be available to all CMC members through the CMC website plus a hard copy available to guests and members at the Agnes Spencer Memorial Hut.

This policy and the associated guidelines will be reviewed annually by the committee or by those appointed by the committee to undertake such a task.

Approved by the committee:

Signed: 

Dated: 20/06/2011

President
The Cleveland Mountaineering Club

Organisation

All aspects of the CMC are managed by the Club Committee. The posts and the names of the holders of these posts can be found in the Club Meet Card published every year and sent out to all members.

Management of the Club Hut

The Committee of the CMC manages the Agnes Spencer Memorial Hut on behalf of the Hut Trustees. Ownership of the Hut is vested with the Agnes Spencer Memorial Hut Trust.

A Hut Warden and Hut Bookings Secretary are confirmed at each Annual General Meeting of the CMC and report regularly to the Club Committee.

Club Meets

A Meet is any gathering of the CMC that is published in the Club Meets Card. The Meets Card is produced and circulated to CMC members each year. Participants may be members, or aspirant / potential members, of the CMC, their personal guests and guests of the CMC assembled for the purposes of the Meet. Club Meets are an opportunity for members and others to get together and participate in their own activities. Club meets will not provide led or guided mountain activities. Each Meet will have a named Meet Co-ordinator. The role of the Meet Co-ordinator is to oversee the administrative details of the meet, introduce members and act as a focal point for the participants during the meet. It is not the role of the Meet Co-ordinator to check the health, fitness or competence of participants for their intended activity. Similarly it is not the role of the Meet Co-ordinator to check the equipment of participants on a meet.

Arrangements

The following section of the policy describes elements of the safety management system and procedures put in place to reduce the risk to members and others who may be affected by the activities of the CMC or other hazards associated with CMC premises that are within the control of the CMC.

Accident Reporting

All accidents, incidents and near misses occurring in and around the Hut will be recorded on the accident report form located in the hut. All accident reports will be reviewed initially by Hut Warden. Any actions taken by the Hut Warden as the result of an accident/incident report will be written on the reverse of the accident report form and will be reviewed by the Club Committee. These reports will be considered during the review of the hut risk assessment.

Chemical Safety

The CMC recognises the need for care with hazardous household chemicals in the Hut and particularly with regard to children. The Hut Warden will ensure that where possible low hazard substances for the general maintenance of the hut should be provided and a safe location for their storage, out of the reach of children, is identified and that such chemicals are stored there.

Electrical Safety

The Hut has wiring systems that comply with regulations. Installations are tested every 3 years. Portable electrical appliances are tested every 3 years. Records are held by the Hut Warden.

Fire Safety

The Hut is fitted with a fire alarm system, emergency lighting and appropriate fire extinguishers. All of these are tested annually, by a competent third party. The fire alarm system and emergency lighting shall be tested weekly or on each visit to the hut by a member. The procedure for these tests, and the sheet for recording their completion, is kept at the Hut. All fire exits are clearly marked with the appropriate signs.

First Aid

A First aid box is provided in the hut for the use of all members and guests. The Hut Warden will check the first aid box on every visit to the Hut to check the contents. Any items used out of the first aid box should be accompanied by an accident report. This will help identify to the Hut Warden the need to replace items.

Recommended minimum contents for the first aid box are given below.

- 1 guidance card
- 20 individually wrapped, sterile, adhesive dressings (plasters)
- 4 individually wrapped triangular bandages
- 4 sterile dressings 10cm*8cm (Med)
- 3 sterile dressings 9cm*13cm (Lge)
- 6 safety pins
- 1 micro-porous plaster tape
- 3 double sided non adherent wound pads
- 1 wound dressing 12*12 with stretch bandage
- 4 cleaning wipes
- 1 conforming bandage
- 1 pair of scissors
- 1 tweezers
- 2 eye pads
- Packet of 5 cotton balls
- 1 pair of disposable, fine plastic gloves

Hut Maintenance Meets

A maintenance meet is held each year at the Hut to carry out repairs and other work to the fabric and facilities of the building. The CMC recognises that this work has the potential to create an increased level of risk for those participating in the work and to other members, guests and the public. The Hut Warden, or nominated deputy, will ensure that all reasonable precautions have been taken to mitigate these risks. (e.g. Assessing the competence of the individuals attending the Maintenance Meet, ensuring appropriate tools and personal protective equipment (PPE) are used by those involved in work and development of method statements and risk assessments where necessary.)

Mountain Activities

The Cleveland Mountaineering Club is for people from the Teesside area who are interested in mountain activities.

Such activities are inherently hazardous and the CMC recognises and endorses the British Mountaineering Council (BMC) Participation Statement.

"Climbing and mountaineering are activities with a danger of personal injury or death.

Participants in these activities should be aware of and accept these risks and be responsible for their own actions and involvement."

Whilst Members may be happy to share their skills and knowledge, CMC is not a provider of hill walking, mountaineering or climbing instruction.

For further information on duty of care all Members and parents are encouraged to refer to the BMC's club guideline on Risk, Responsibility and Duty of Care.

Members and guests are individually responsible for having appropriate insurance, including cover for third party liability. (All members of climbing clubs affiliated to the BMC have such third party cover.)

Risk Assessment

The CMC Committee will ensure that a suitable and sufficient risk assessment is completed for the Hut. The findings of all assessments will be made available to all those that might be affected by the residual risks. A copy of the risk assessment will be kept available in the Hut. A copy of the risk assessment for each maintenance meet will be posted in the hut for the duration of the meet.

Young Persons

Junior Members and Family Members under 18 may take part in climbing meets only with the written consent of the parent / guardian (to be completed on the Application Form). Junior Members and Family Members under 18 may attend meets (of any kind) only under the care of their parent / guardian or another nominated person aged 18 or over acting in loco parentis exercising the care of a reasonably prudent parent, and with the informed consent of the parent / guardian.

Whilst on Club premises, all young persons under 18 shall be under appropriate supervision of a responsible adult, i.e. parent / guardian or another nominated person aged 18 or over acting in loco parentis.

People responsible for under-18s at the Hut must acknowledge the risks and constraints of using the hut and accept that it is their responsibility to manage Hut use by under-18s so that no risks and dangers ensue. Members are advised to familiarise themselves with the Hut before bringing under-18s there for the first time, referring to the hut Risk Assessment, posted on the Club website and in the hut. A sign-up sheet is provided in the hut for those responsible for under-18s to record that they have read and understood the risk assessment.

The entry in the hut register for all young persons must be endorsed by the responsible adult to indicate that they understand and accept the conditions of the accommodation and take responsibility for ensuring that sleeping, and other arrangements, are safe for the children under their care. If the responsible adult is not the parent/guardian, this signature confirms that authorisation has been given by the young person's parent/guardian having been made aware of the conditions of the accommodation by the responsible adult.

When families are using the hut with children, both the families and other hut users must remain aware of the needs of each other. Extra care must be taken in hazardous areas such as in kitchens and with the use and care of fires. Similarly, in dormitories and washrooms, hut users are expected to remain sensitive to the presence of young persons.

The Cleveland Mountaineering Club has adopted the BMC Child Protection Policy and adheres to the guidelines on child protection for clubs. Please refer to the Cleveland Mountaineering Club Under-18s Policy Statement.

Approved by the Committee of the Cleveland Mountaineering Club 20th December, 2010
Updated to include comments from the 2011 AGM 28th March 2011 at which the policy was ratified by the membership.