



## **Friends of Headstone Manor Park - Health and Safety policy (Rev May 2025)**

FoHMP Committee Members are responsible for the health and safety of volunteers and visitors attending events organized by the FoHMP.

To aid them in this task the FoHMP provides generic risk assessments and method statements (RAMS).

These are available online at [www.headstonemanorpark.org](http://www.headstonemanorpark.org) whilst printed copies are available in the information booklet which is held in the pavilion.

Committee Members should use the generic RAMS for day to day activities. Committee Members are then responsible for making sure that volunteers and visitors are aware of the risks and the practices to be observed to minimize these. However, this task should not be time consuming given that:

- Any modification of the RAMS is likely to be valid for a maintained period. Committee Members should simply note that the completed RAMS is valid until further notice. However, they should regularly review the RAMS to confirm to themselves that no change is necessary.
- Most volunteers are known to our Committee Members and return to workdays repeatedly. Committee Members need only once confirm that volunteers are familiar with, and follow, the protocols laid out in the RAMS. However, they should keep an eye on volunteers to confirm that they are continuing to observe good practise and instruct volunteers in safe practise when beginning a task.

Specific RAMS are produced for Events / Activities which involve Corporate volunteers, Children's events, Community groups & School groups, these are issued prior to the Event / Activities to the Event leader and Event support team

Approved on 01<sup>st</sup> May 2025

Signed

Stephen Mills – Chairman