



Friends of Finchley Way Open Space

Health and Safety Policy

Our health and safety policy is to:

- provide a full written briefing document to new volunteers on registration for a work party or as soon afterwards as possible;
- to provide a full on-site health and safety briefing at the first volunteering work party and to provide refreshers as necessary;
- prevent accidents and cases of ill health related to undertaking any form of activity or taking part in any event on the site of Finchley Way and Brent Lodge Open Spaces, while under the auspices of Friends of Finchley Way Open Space (FoFWOS);
- manage health and safety risks for those voluntarily taking part in work days or any other activity or event under the auspices of FoFWOS;
- provide clear instructions and information to ensure all volunteers and those participating in activities and events under the auspices of FoFWOS are well informed about any potential risks;
- on work days under the auspices of FoFWOS where equipment is provided by volunteers, each is responsible for their own usage;
- on work days under the auspices of FoFWOS where equipment is provided by the charity, the trustees will ensure, as far as possible, that they equipment is kept in good condition and instruction is given in how to use the equipment;
- the trustees will consult with volunteers on matters affecting their health and safety;
- ensure that emergency procedures, including evacuation in case of fire or other significant incident are clear to all volunteers under the auspices of FoFWOS.

Those undertaking paperwork tasks at home are responsible for their own health and safety.

Young people under the age of 18 are welcome to take part in work parties but must be accompanied by an adult over-18 who will take responsibility for them.