



Macclesfield Fly Fishers Club Ltd

Macclesfield Fly Fishers Club Ltd Safety Policy and arrangements

Policy Statement

Macclesfield Fly Fishers Club Ltd (MFFC) is committed to ensuring that it will do all that is reasonably practicable to prevent injury and damage to property. The Club will have due regard for protecting all other people who come into contact with the Club/Associations activities.

When dealing with health and safety issues officials, members, and volunteers carrying out activities have a clear understanding of the need to operate within the context of this policy and arrangements. Officials, members, day ticket visitors and volunteers involved in events or work parties will take all reasonable steps to safeguard all those taking part in activities and those who may be affected them. MFFC will co-operate with other organisations (i.e. UU) to ensure risks are properly controlled.

Health and Safety Arrangements:-

Duty of care

MFFC requires that all people involved in organising activities, work parties and day to day management consider the consequences of their acts and omissions and ensure that those acts/or omissions do not give rise to a foreseeable risk of injury to any other person.

MFFC will ensure that suitable risk assessments are carried out and the results of the assessments are implemented. The aim of risk assessment is to avoid harm and to promote the health, safety and welfare of all involved or who may be affected by an activity (work or leisure). As members of Macclesfield Fly Fishers Club Ltd, administrators and event organisers have not only a moral but also a legal responsibility to ensure that club activities and any organised events are as safe as practicably possible. Risk assessments will be carried out with a view of minimising risk as well as reducing the potential for accidents.

Risk Assessment procedures require the Assessors to consider:

- Hazards - anything that has potential to cause harm.
- Who could be affected?
- Measures already in place - to avoid possible harm.
- Risk - the likelihood that something could happen, on a scale of 'high', 'medium', 'low.'
- Further actions - what more can be reasonably done to reduce the likelihood of an accident happening.

The Risk Assessment document will be completed and signed by the responsible person (administrator or organiser), key actions will be conveyed (where appropriate read and understood) to all participating so that they know and understand what is expected of them.

*** Please see the Club's Risk Assessment Form on the website.

KEY RESPONSIBILITIES

* Person in charge

- Ensure this policy is adhered to.
- Ensure Risk Assessments have been carried out.
- Brief other officials/participants on all matters relating to organisational activities especially risk management and allocation of equipment and resources

Officials and organisers

Club officials, administrators and/or organisers (persons in charge of a work activity or events) are primarily responsible for ensuring safety

is properly managed. He/she has the responsibility to undertake all measures available to ensure the safety and well-being of all persons taking part in an activity/event and those who could be affected by the event. The success of an activity/event depends on effective management. The event organiser must ensure that there is effective:

- Planning
- Delegation
- Resources allocation (people and equipment)
- Decision making
- Clear (and effective) communication

Responsibility of volunteers

- Turn up at the venue in sufficient time to prepare for the event/ activity.
- Attend briefing (and debriefing) and sign in.
- Carry out allocated duties in a professional and safe manner.
- * Volunteers bringing their own equipment must ensure the tools are fit for purpose, not defective and they must be competent and fit to use them.

Specific procedures when working with young people.

MFFC has a Child Protection Policy, all officials, organisers and volunteers carrying out activities for the club (or association) must complete a declaration that they know of the policy and will comply with its contents.

People working for MFFC must be aware of the legal requirements regarding the supervision of young people.

COACHES AND HELPERS (Optional)

All coaches participating in activities organised by MFFC must hold an appropriate qualification. During events and activities, the ratio of responsible adults (coaches) to young people depends in the main on the age and ability of participants but is never too little to ensure the safety of participants. The following ratios are currently recommended:-

- Novice - 1 adult to 2 young people
- Intermediate - 1 adult to 3-5 young people
- Senior - 1 adult to 6-8 young people

First Aid & Incident reporting First Aid

All responsible persons must have attended basic first aid instruction. It is preferable for a person with basic first aid instruction to be

present along with first aid kit.

Incident reporting procedure

In the event of an incident or accident involving personal injury the following procedures must be followed:

All injuries other than minor cuts and abrasions should be recorded on 'accident forms'.

It is a requirement that both the injured party and the responsible person sign the form.

If the circumstances of the accident are not clear - notes of the accident must be made on the form.

If there are doubts about the nature or seriousness of the injury, the responsible person will ensure the injured person is given appropriate medical attention as soon as possible.

Organising Working Parties.

Generally work parties are arranged by the Committee and a list of dates will be sent by email to Members informing them of the dates when work parties will be taking place.

Working parties for both Ridgeway reservoir and the rivers will take place when conditions allow.

Members (especially Local Members) are encouraged to take part in at least one work party.

Our work parties are great fun and they give members a chance to meet, share stories and improve the fishing environment.

