

## Jacari Health and Safety Policy Statement

1. Jacari, as a voluntary organisation, is committed to providing and maintaining a healthy and safe working environment for everyone, whether volunteer teachers, children, or any other people who may be affected by its activities. The day to day responsibility for ensuring implementation of this policy lies with Jacari, as represented by the Jacari President. However, for individual lessons, responsibility lies with the volunteer teacher acting in accordance with available health and safety literature provided at the onset of teaching. The overall responsibility for the reviewing of the health and safety policy lies with the trustees of Jacari.
2. This statement applies to all activities within the control of Jacari.
3. In order to achieve its aim, Jacari has the following key objectives:
  - as a minimum, to comply with requirements of relevant legislation.
  - to identify hazards (the potential for harm), assess risks (the likelihood of that harm being realised) and manage those risks.
  - to ensure that volunteers, children, and others are adequately informed of the identified risks and where appropriate receive instruction, training and supervision. For individual lessons, volunteers should be provided with Jacari's emergency contact details for use should they feel that their safety is compromised.
  - to consult and inform both volunteers and the parents of children on relevant health and safety matters.
  - to safeguard the environment from the effects of Jacari activities.
  - to monitor and review the effectiveness of Jacari's arrangements and where appropriate to implement improvements.
  - to ensure that the demands of activities do not exceed the capabilities of volunteers to carry out Jacari activities without risk to themselves or others.
4. The Jacari President is responsible for ensuring that the Health and Safety Policy is communicated to all volunteers, and any other relevant persons, and that adequate training (where feasible and appropriate) and advice is offered to volunteers. The Jacari President shall in addition endeavour to make children and their parents aware of Health and Safety procedures whenever appropriate. The Jacari President also has overall responsibility for compliance with Health and Safety Policy during Jacari outings, including time during which teachers and children are arriving and departing within the time specified for the activities and at the location specified for the activities. The Jacari President is further responsible for making sure that a Risk Assessment specific to the location and nature of the event or outing is constructed in good time. The Trustees are required to make sure that the Health and Safety Policy is reviewed annually.
5. Whilst Jacari accepts the main responsibility for implementation of this policy, individuals have an important role in co-operating with those responsible to ensure a healthy and safe working environment. Individuals are required to abide by rules and requirements made under the authority of this policy.