

WARWICK UNITARIANS

HEALTH AND SAFETY POLICY STATEMENT

INTRODUCTION:

This is the Health and Safety Policy of the Warwick Unitarian Chapel, High Street, Warwick. The Chapel is an historic building and is used as a community hall facility situated in the heart of Warwick. Its users range from choirs and activity groups through to exhibitions and entertainment functions.

The Chapel is owned by Warwick Unitarians and maintained on a daily basis by a voluntary Board of Trustees.

AIM OF THIS POLICY:

- Manage health and safety risks for contractors and users of the Chapel
- Provide a safe environment for the purpose it is being used for
- Prevent accidents through routine inspection and regular maintenance
- Consult with users on their health and safety risk assessments
- Review and revise this policy regularly

OVERALL RESPONSIBILITY FOR HEALTH AND SAFETY:

The Trustees of the Chapel.

DAY TO DAY RESPONSIBILITY:

Malcolm Burns

OTHER RESPONSIBILITIES FOR HEALTH AND SAFETY:

All users who book the Chapel should undertake their own risk assessments for the activity they operate. The Trustees may request a copy of this risk assessment.

All contractors working in the Chapel should undertake their own risk assessments for the work they are carrying out. The Trustees may request a copy of this risk assessment.

All users and contractors should co-operate with the Trustees on health and safety matters, taking reasonable care of their own health and safety and reporting any concerns to the Trustees via the named person.

OPERATIONAL ARRANGEMENTS FOR HEALTH AND SAFETY:

The Trustees will:

- Complete risk assessments where appropriate
- Review risk assessments where circumstances change
- Consult with users in a timely manner when a Health and Safety risk is identified, e.g., major works
- Advise contractors of their health and safety obligations when working in the Chapel if they will be working while users are present.



Signed for and on behalf of The Trustees

Date: April 2025

For Full Policy refer to www.warwickunitarians.org.uk