



## HEALTH & SAFETY 1.0 POLICY

It is the policy of Excel Church and Bilston Peoples Centre to comply with relevant safety legislation, appropriate approved codes of practice and recognised good practice guidelines.

We will work with the local fire brigade for fire safety and City of Wolverhampton Council for food safety to ensure that we comply with statutory requirements and recognised good practice.

We will maintain safety management records in order to protect the safety of our congregation, customers, visiting people and any other persons who could be affected by our activities, or the hiring of the buildings.

We will ensure that appropriate resources are made available to ensure that our safety standards are maintained. We are committed to the provision of training for our employees, in line with their duties, to allow all our employees and volunteers to effectively exercise their responsibilities in ensuring that a safe environment is maintained.

Individual employees and volunteers will be encouraged and expected to take personal responsibility to ensure that appropriate practices are correctly implemented at all times. Excel Church and Bilston Peoples Centre will ensure that:

- Information, instruction and supervision if necessary, are given in safe working procedures and that those procedures are fully implemented in practice.
- That the performance of employees and volunteers in implementing of company safety policies is reviewed on a regular basis.
- That records are maintained to demonstrate that safety is being effectively implemented, reviewed and appropriate corrective action is taken when necessary.
- A health and safety plan of continuous improvement is created and progress monitored.
- There are clear and effective lines of communication to enable all employees and volunteers to both be given information that will allow them to work safely and also to allow them to raise any issues that they believe may require action.
- There is sufficient availability of suitable resources to achieve positive safety management.
- There is a mechanism for volunteers and employees to report any health and safety issues
- Adequate maintenance is carried out to keep equipment and premises safe.
- Adequate insurance cover is provided and renewed

This policy, and the safety records system, will be subject to regular review (every three years) with the aim of seeking continual improvement in service to our congregation, volunteers, visitors and people who use Excel Church and or Bilston Peoples Centre in safety standards.

Excel Church Council

Bilston People's Centre Management Board

Date: Nov 2022

Date: Jan 2023

**Excel Church and Bilston People's Centre**  
**Wolverhampton Street**  
**Bilston**  
**West Midlands**  
**WV14 0LT**