

# KILBARCHAN PIPE BAND HEALTH AND SAFETY STATEMENT

## PART ONE General Statement, Duties & Responsibilities

### **Statement**

The Committee of the Kilbarchan Pipe band aims to provide a safe and healthy environment (as far as is reasonably practicable) for all its band members, and, to:

- Encourage all persons to co-operate in all safety matters, and to identify hazards which may exist, and to report anything which may appear dangerous or unsatisfactory;
- Provide sufficient information, and supervision to enable everyone to avoid hazards and contribute to their own safety and health;
- Make, as reasonably practicable, safe arrangements for protection against any risk to health and safety of band members, volunteers, the general public or other persons that may arise from the band's activities;

This statement and/or the procedures for its implementation may be altered at any time by the band Committee ("the Committee"). The statement and the procedures will be reviewed on an annual basis by the Committee.

All band members are required to act in a responsible manner at all times and to use reasonable endeavours to protect their own health and safety.

## PART TWO Organisation of Health and Safety

The Committee will appoint Health and Safety Representative(s)

- To have a broad overview of Health and Safety matters;
- To keep the organisation's Health and Safety policy and procedures under review and make any recommendations to the Committee;
- To take such action as may be required to ensure that the organisation's responsibilities for Health and Safety are fulfilled;
- To report to the band Committee on their performance of these responsibilities.



## PART THREE

### Arrangement and Procedures

The Health and Safety Representative(s), nominated by the Committee, is/are responsible for ensuring compliance with this Statement and that responsibilities for health and safety are properly assigned and accepted at all levels.

At each event (such as competitions, street marches fundraising and social event etc) and at regular activities, band members and other relevant persons will be informed who is in overall control and also the names of the Health and Safety Representative(s).

#### **Incident Log Book**

An Incident log book will be maintained to record any Health and Safety incidents. The log book will record all relevant details of all incidents and actions taken. All incidents should be reported and reviewed by the Committee and appropriate action taken where required to prevent recurrence and implement lessons learned.

#### **Risk Assessment**

Where practical, a Risk Assessment (and where necessary a method statement) will be undertaken for each significant activity or event. The Risk Assessment will amongst other things identify the lead Health and Safety Representative(s) for the event. A copy of the assessment will be retained for record keeping purposes.

#### **Accidents**

In the event of an injury or illness, the Health and Safety Representative(s) must be informed. Where a trained First aider or a person with medical training is present they should make themselves known to Health and Safety Representative(s). In the event the injury is serious ring for an ambulance directly. To call an ambulance – dial 999 and ask for “ambulance”

#### **Fire Drills and Evacuation Procedures**

All band members must familiarise themselves with the fire procedures and escape routes for all premises used.

In the event of Fire:

- Persons discovering a fire should sound the nearest alarm;
- The first duty of all band members is to evacuate from the building by the nearest exit immediately;
- All persons must evacuate the building and, where possible without personal risk, leave all doors and windows closed;
- All persons must assemble at the assembly point
- No-one should leave the assembly point without permission.



- If **any** fire occurs, **however minor**, the Fire Brigade must be called immediately by dialling 999 and asking for “Fire”;
- When the Fire Brigade arrives advise whether all persons are accounted for and location of fire. Where practical a register will be kept to account for persons.

### **Street Parades**

Street Parades on public highways will not be undertaken without appropriate Police Supervision.

### **Ear Protection**

Band members are issued with noise reduction ear plugs and are encouraged to use them. Parents/Carers are asked to ensure that persons under the age of 18 use ear protection.

### **Bagpipe Maintenance**

Pipers will be reminded on a regular basis to maintain their bagpipes in a hygienic manner.

### **Alcohol**

Any band member consuming alcohol should do so in a responsible manner. Where band members are under the age of 18, Parents/Carers are asked to ensure compliance with relevant legislation.

### **Children**

All children under the age of 16 must be accompanied by a Parent or Carer to events and activities (with the exception of routine practice and tuition activities).

### **Food Hygiene at Band functions**

When handling or preparing food at band events and functions, food hygiene requirements must be strictly adhered to.

### **Hired Transport**

Where hired transport is used (e.g. coaches and minibuses) the vehicles used must meet the band's requirements.

***We request that our Band Members respect this statement, a copy of which is available on request***

Signed.....  
 (Chairperson)  
 Date.....

