**JMCO Health and Safety Policy.**

1. **Policy**

JMCO is committed to taking all reasonable steps to safeguard the health and safety of everyone affected by its activities, in particular the young members of the orchestra.

We rely on other organisations playing their part such as Barrow Village Hall (BVH), concert venues plus individuals taking responsibility for their own health and safety.

1. **Aims**

JMCO aims to have:

* Risk assessments adhered to or carried out as required.
* Basic first aid available at rehearsal and concert venues.
* Parental permission to administer first aid and parents to inform of any medical conditions.
* Emergency contacts kept and available at rehearsals and concert venues.
* Reporting and investigation of health and safety incidents. Accident book held.
* Adequate liability insurance provision with details available on website.
1. **Responsibilities**
	* JMCO Committee will ensure:
		+ Risk assessments are completed.
		+ First aid kit & fire equipment are available at all venues.
		+ System is used for parental permission for first aid/medical conditions.
		+ Incidents are recorded in HSE Accident book & investigated.
	* JMCO Membership Secretary will ensure the emergency contact list remains current and parental permissions are recorded.
	* JMCO Director of Music will inform players of HSE requirements (emergency action in case of fire or accident and/or risk assessment requirements) and will ensure these are adhered to by players
	* JMCO Players will comply with any HSE instructions / advice
	* JMCO Concert managers will ensure any electrical equipment used is PAT tested.
2. **Exclusions**

Exclusions are: Travel to and from venues, players not observing HSE rules, health related issues not reported by parents, consequence of any event not reasonably expected to have been forseen.

1. **Training**

JMCO Safety Policy will be available on the website. HSE specific training shall be given if deemed necessary by the JMCO Committee.

1. **Approval, Review, Document Control**

The HSE Policy shall be reviewed and updated annually on the website.

1. **Risk Assessment topics:**
	* Electricity and water including making tea/coffee
	* Carrying and setting up music stands and chairs
	* Cuts, bruises etc
	* Noise
	* Electricity failure
	* Fire
	* Violin bows
	* Carparking - pedestrians and vehicles plus access for emergency services