

Cinder Hill Fly Fishing

Health and Safety Policy Statement

(As at 14th March 2020)

Our Statement of general policy is:

- To provide adequate control of the health and safety risks arising from all our activities;
- To consult with members on matters affecting their health and safety;
- To ensure that all members are competent to undertake tasks during work parties, shows or similar events;
- To prevent accidents and maintain a safe environment;
- To review and revise this policy as necessary.

Responsibilities:

1. The Committee is responsible for:

- Overseeing the operation and review of the policy;
- Maintaining an Accident Report book at each of the lodges;
- Ensuring that appropriate action is taken where and when required.

2. All members have to:

- Co-operate with the introduction of health and safety matters;
- Not interfere with anything provided to safeguard their health and safety;
- Take reasonable care of their own health and safety;
- Enter details of any accidents in the Accident Report books and/or report any accidents or health and safety concerns to any member of the Committee.

Fishing Facilities

- Continuous monitoring of both Cinder Hill and Piplye sites must be maintained by all members and any perceived hazards reported to any Committee member.
- Cinder Hill Fly Fishing must continue to work with the landlords to ensure that a safe environment and fishing facilities are maintained for members.
- First Aid boxes are to be maintained at each of the lodges at both Cinder Hill and Piplye

Health and Safety Risks arising from Work Parties

We believe that the work undertaken contributes to the improvement of our fishery and welfare of the countryside in general. The overriding priority is for the safety and welfare of all members and others involved in the work. Working parties can be dangerous events if people are unaware of the hazards around them. Members of working parties should be aware that any actions taken might affect the safety of the people around them. We all have a responsibility to ensure the safety and wellbeing of each other.

A nominated supervisor will have been appointed to lead the work party. Prior to any work being undertaken, the nominated supervisor will review the risks associated with the proposed work and provide a briefing on the work to be undertaken, allocate tasks to groups and individuals, give instructions and guidance regarding safety that must be followed.

Some key points include:

- Health and Safety is everyone's responsibility.
- Each volunteer will be encouraged to ensure their own and other's safety.
- Virtually all working parties will be operating by or near water. Water can kill – respect it!
- No one should go into the water unless absolutely essential or without authorisation.

- Some activities have been identified, as exceptionally hazardous and only specially trained personnel will be allowed to carry out these operations. The use of a chainsaw is one such activity.
- Volunteers will normally provide equipment, if any defects are found; the equipment must not be used.
- Report any defective equipment to the supervisor.

What happens on the day?

The supervisor may have others to assist in specific tasks, this is especially so when working parties are large or spread out. The supervisor and/or assistants will allocate and explain the tasks to be undertaken and volunteers will be requested not to go beyond their brief.

Work may be varied and include:

- Trimming and removing bank side growth, usually small-scale removals, but occasionally large branches or shrubs.
- Clearing swims by removing weed/reeds from the water.
- Constructing fishing platforms.
- Constructing/clearing paths and car parks.
- Making stiles, fences and small bridges.
- Erecting notice boards
- Appropriate safety equipment e.g. gloves, safety glasses, goggles, must be worn when using such equipment as Chainsaws, Brush Cutters, and Strimmers etc.
- When sharp tools are in use, great care should be taken.
- Tasks must be planned and all involved understand what is to happen.
- Back injuries are all too common, lifting and carrying needs thought and care. Do not lift beyond what one feels comfortable with. Volunteers to be encouraged to take care and ask for assistance when lifting;
- Bring to the attention of the supervisor any medical conditions that may affect the type of work one can do. This information will be treated in confidence. Lighter, more appropriate work will be discussed with the volunteer.
- Work at a pace that suits each person and take breaks whenever needed.
- Juniors over the age of 12 may attend a working party, but they must be accompanied at all times by a parent or guardian, who will take responsibility for their health and welfare. Juniors will not be allowed to carry out any hazardous task, or work with any power tool. They should not be allowed near any deep water or tree felling area, or near any open fires.

What volunteers should bring

- Work can be wet and dirty; volunteers will be encouraged to bring clothes that suit these conditions. Wear layers, if one gets hot you can always remove clothes.
- Volunteers should bring suitable protective glasses or goggles if using mechanical cutters.
- Stout footwear is essential. Wellington boots and gloves may also be needed.
- Bring some food and drink (non alcoholic).
- The supervisor will arrange for much equipment to be available, but volunteers can bring additional equipment, such as: gloves, especially when working with bracken and brambles; a garden rake; shovel and/or spade; long handled lopper, or shears; bow saw; A toolbox in the boot of the car will also often provide useful items such as pliers and a hammer.

In the event of an Accident or Injury

- All accidents or injuries must immediately be reported to the Supervisor.
- First Aid boxes are available in the Lodges.
- First Aid will be provided by the supervisor and in the event of serious injury the supervisor will ensure that the injured person is immediately taken to Hospital.
- All accidents/injuries must be reported to the Committee as soon as possible and remedial action taken to avoid or minimise the possibility of a similar occurrence in the future.

Fishing Training Courses

- Qualified instructors will lead and take responsibility for visiting non members and members whilst under instruction.
- Instructors will provide a safety briefing.
- A nominated Lead instructor will prepare a risk assessment of the venue.

School Parties – Fishing Instruction

A nominated group leader will:

- Agree all visits with teaching staff;
- Prepare a risk assessment for each group visit:
- Provide a safety briefing;
- Take joint responsibility with the teaching staff present for the visiting children whilst under instruction;
- At least one member of teaching staff must accompany pupils.
- The group leader will use best judgement regarding each pupil's ability before allowing casting using a hook.
- The group leader will ensure that a throwing safety line will be available for use during courses.

Shows or Events

An Executive Committee member will undertake a risk assessment of the site and agree with the organisers:

- When the site can be accessed to erect and dismantle the marquee;
- The siting of the marquee;
- Safe access to and around the marquee, the casting area and, if necessary, boarded walkways for safe public access;
- Safety parameters regarding the public display of casting including a suitably fenced off area to allow for the back cast;
- Provision of utilities etc;
- To ensure that a First Aid box is available.

NB: All event Organisers will be DBS checked when working with children.

The Committee

The Committee is responsible for:

- Ensuring that a copy of the Health and Safety Policy Statement is posted on the notice boards at Cinder Hill and Piplye.
- Reviewing any incidents which have led to or could have led to a member suffering an accident and ensuring that action is taken to avoid or minimise the risk in the future.
- Reviewing with Committee members any observation or idea submitted by any member which could avoid or minimise an identified risk.
- Recording these items in the minutes together with the agreed action to be taken together with agreed timescale, and the person/s responsible to action the item.
- Agreeing action to be reviewed at next Committee meeting.
- Taking advice from the nominated persons regarding Risk Assessments for Shows and Events.
- Keeping the topic of Health and Safety on the agenda for each meeting.
- Reviewing the Policy Statement periodically.