



Health and Safety Policy for the Wellbeing of Congregation, Visitors, Clergy and Staff within the curtilage of Berwick Parish Church

The Parochial Church Council ("the PCC") will use their best endeavours to ensure that the Church, Parish Centre and those parts of the church grounds under their control ("the church premises") are maintained in a safe condition.

1. In particular, they will ensure
 - a. that all buildings, paths, furniture and furnishings, plant and equipment are maintained in a good state of repair and condition;
 - b. that all equipment is used safely and secured properly when not in use;
 - c. that all staff and volunteers are trained in the proper handling of equipment and in the avoidance of hazards;
 - d. that they act in a responsible manner in the interests of the safety of congregation, clergy, staff, contractors and all visitors to the church premises.
2. The PCC will seek to comply with current Health and Safety legislation in respect of the church premises by:
 - a. conducting and publishing an annual Health and Safety risk assessment and implementing its recommendations in a timely manner, as far as is possible;
 - b. maintaining and testing emergency evacuation procedures;
 - c. maintaining service contracts in respect of gas, electrical and fire safety equipment and installations;
 - d. complying with Food Hygiene regulations;
 - e. ensuring that all cleaning materials, insecticides, pesticides, matches and other aids to combustion and similar materials and liquids are secured safely when not in use;
 - f. complying fully with their adopted Safeguarding and Lone Working policies and their separate Lay Staff and Volunteers Health and Safety policies;
 - g. maintaining suitable First Aid kits and an Accident Book and clearly indicating where these may be located;
 - h. reviewing this policy annually in the light of occurrences, advice and legislation.
 - i. ensuring that all third party users (including hirers) of the church premises or any part of them, and their staff and volunteers, comply with the provisions of clauses 1b, c and d; and 2d and e of this policy as appropriate;

Adopted by the Parochial Church Council on the 9th December 2024 (amended 13th June 2025)

FIRST AID KITS

**are in the Entrance Vestibule, WC and Vestry in the Church and
in the Parish Centre Kitchen**

ACCIDENT BOOKS are in the Kitchen and Vestibule First Aid Kits