Lydney Youth Hub is committed to upholding excellent levels of health and safety to safeguard the health and wellbeing of all our leaders, young people, and visitors, and providing activities in a safe environment without risk as far as is reasonably practicable.

The overall responsibility for the implementation of this policy rests with the board of trustees. Day to day responsibility for ensuring this policy is put into practice is delegated to Emily Timmins, Youth Hub Leader.

The board of trustees recognises that the youth hub building, programme, and activities should be as safe as is reasonably possible. This includes identifying hazards and quantifying any associated risks.

The board of trustees will:

* Identify the risk assessments to be undertaken and delegate the responsibility of carrying out those assessments to Emily Timmins and either a member from the board of trustees or another adult with experience in this area. Once risk assessments have been completed, preventative measures should be evaluated and improved, if necessary.
* Make sure volunteers are trained appropriately.
* Make sure improvements to premises/activities/events/trips are made when needed.

The delegated people will make sure that:

* Risk assessments are carried out at regular intervals and for all new activities.
* The completed assessments are stored in the Health and Safety file in line with the General Data Protection Regulation Policy.
* Staffing ratios of leaders to young people are adequate and DBS and Safeguarding checks are in place.

**Definitions**

HAZARD – anything that can cause harm.

RISK – the chances, high or low, someone will be harmed by a hazard.

**The most recent risk assessments should be appended to this policy once complete.**

Next Review Date: October 2023

**Signed by the board of trustees:**

|  |  |  |
| --- | --- | --- |
|  | **Name** | **Signature** |
| **Trustee 1** |  |  |
| **Trustee 2** |  |  |
| **Trustee 3** |  |  |
| **Trustee 4** |  |  |
| **Trustee 5** |  |  |
| **Trustee 6** |  |  |
| **Trustee 7** |  |  |
| **Trustee 8** |  |  |
| **Trustee 9** |  |  |
| **Trustee 10** |  |  |

Next Review date: October 2023

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| **Document Version History** | **Author:** Emily Timmins, Chair & Youth lead |
| **Version** | **Date** | **Amendments**  | **By Whom** |
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