

CAMBRIDGE UNIVERSITY ORIENTEERING CLUB HEALTH AND SAFETY POLICY

STATEMENT OF GENERAL POLICY:

Cambridge University Orienteering Club (CUOC) is strongly committed to encouraging our members to take part, but the health, well-being and safety of each individual is always our paramount concern.

AS A CLUB MEMBER YOU HAVE A DUTY TO:

- Read and follow the clubs Health and Safety Policy, Risk Assessment and Code of Conduct.
- Take reasonable care for your own health and safety and that of others who may be affected by what you do or not do.
- Co-operate with the club on health and safety issues.
- Correctly use all equipment provided by the club.
- Not interfere with or misuse anything provided for your health, safety or welfare.

SPECIFIC RESPONSIBILITIES

Responsibility	Officer Responsible	Specific Safety Arrangements
General oversight of club safety management	The Safety Officer	Undertake regular, recorded risk assessment of the club premises and all activities undertaken by the club. Create a safe environment by putting health and safety measures in place as identified by the assessment. Ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness (as a minimum once per year at the AGM)
Clear communication with club members on safety matters	The Safety Officer	Ensure that all members are given the appropriate level of training and competition by regularly assessing individual ability dependant on age, maturity and development. Ensure that all members are aware of, understand and follow the club's health and safety policy. Ensure that club members are able to raise safety concerns. Ensure that normal operating procedures and emergency operating procedures are in place and known by all members.

Effective continuous management of safety arrangements	The Club Captain	<p>Appoint a competent club member to assist with health and safety responsibilities.</p> <p>Review safety procedures, arrangements, and information at committee meetings.</p>
Provide appropriate mitigation control measures for injuries	Safety Officer and Training Officer	<p>Provide access to adequate first aid facilities, telephone and qualified first aider at all times.</p> <p>Report any injuries or accidents sustained during any club activity or incidents that may have led to injury/ill health whilst on the club premises to the Sports Service and investigate when necessary.</p>
Uphold a culture that supports the safety policy	All Club Members	<p>Take reasonable care for your own health and safety and that of others who may be affected by what you do or not do.</p> <p>Co-operate with the club on health and safety issues. Correctly use all equipment provided by the club.</p> <p>Not interfere with or misuse anything provided for your health, safety or welfare.</p>
Ensure that Equipment is safe	The Quartermaster	<p>Maintain equipment inventory.</p> <p>Ensure that statutory equipment inspections are carried out, and that pre-use inspections are carried out and recorded at least quarterly.</p> <p>Ensure that all damaged equipment is marked and or quarantined and disposed of as soon as possible.</p>

CLUB HEALTH AND SAFETY OFFICER DETAILS:

Hanna Turi, hat38@cam.ac.uk (CUOC Safety Officer 2023-24)

DETAILS OF FIRST AID PROVISION WITHIN THE CLUB:

- The club maintains a first aid kit which is brought to all club races and training sessions.
- There are often members who are qualified first aiders.