



# Health and Safety Policy

## Introduction

The aim of this Health & Safety (H&S) Policy is to set out how Sheddit! will create a safe working environment for its members. It should be read by each member and a hard copy will be available in the office area.

## Approach

This document has been compiled by the H&S sub-committee which comprises up to 4 members of the shed. The reasoning behind this approach is to allow greater flexibility and not burden any one person. For example, there is more likely to be at least one member of the sub-committee at the shed during normal opening times. The names of those on the sub-committee will be made known to members.

Our approach to creating and maintaining a safe working environment is to balance the more formal aspects of H&S with encouraging members to exercise due care and show common sense in everything that is done in the shed. To that end, formal training and advice will be offered on the risks and operations of the machines and tools. In exchange, members are expected to show sound judgement in protecting themselves and others by their actions.

## Supporting Documentation

This policy document is broken down into a number of chapters as shown below. These will change over time and members will be notified of any amendments.

### Chapters:

1	Induction
2	Minimum Numbers in Shed and Visitors Policy
3	Basic Rules for Using Machinery Policy
3a	Briefing Documents (machines and tooling)
4	First Aid Policy
5	Health and Hygiene Policy
6	Fire Evacuation Procedure
7	Waste Disposal Policy
8	Risk Management Policy
9	Electrical Safety Policy
10	Safe Use of Chemicals Policy
11	Shelf Life Monitoring Policy
12	Labelling Policy



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**Remember:**

**All Members have a PRIMARY responsibility to keep themselves safe.**

**All Members also have a SECONDARY responsibility to help keep others safe.**

**All Members must read and comply with this plan and instructions.**