



LYME REGIS SAILING CLUB Ltd

Health and Safety Organisational Responsibilities

The Commodore through the Management Committee will have overall responsibility for the Club's health and safety policy.

He/she will initiate and give effect to an organisational health and safety policy by appointing a **Health and Safety Coordinator** and a team of **Health and Safety Officers**. These officers will each have designated responsibility for one of the following specific areas:

- Property
- Kitchen, Bar and Hygiene
- Sailing (Non-instructed)
- Sailing Major Events
- Youth and Sailing (Instructed)
- Child Protection and Vulnerable Adults.

They will work under the control of the **Health and Safety Coordinator** who will report to the **Commodore** and will produce a coordinated health and safety policy.

This policy will comprise the six sections stated above and each of these will have, as appropriate, the following headings: Risk Assessment; Standard Operational Procedures; and Guidance Notes for individual personnel.

A feedback system will be implemented which will report back to the Coordinator to enable the policy to respond to changes in legislation, hazardous events that have arisen and changes (e.g. to equipment, the environment).

The Policy will be reviewed annually at a minimum.

Everyone responsible for the management of the Club (i.e. the Commodore, Management Committee, Health and Safety Coordinators and Officers) will actively promote the development of an effective health and safety culture in the Club and ensure appropriate policies are put into practice, disseminated widely and reviewed regularly.

LRSC Ltd Health and Safety Personnel

Year: 2016

Commodore:

Jerry Rook

Health and Safety Coordinator:

Sally Holman & Chris Joyner

Health and Safety Officers:

- **Property:** **Alan Cottis**
- **Kitchen, Bar and Hygiene:** **Vacant**
- **Sailing (Non-instructed):** **Simon Clark**
- **Sailing (Major Events):** **Sally Holman**
- **Sailing (Instructed):** **Chris Joyner**
- **Child Protection and Vulnerable Adults:** **Helen Rook**