



Wye Valley Retriever Club

Health and Safety Policy

Policy Statement

Wye Valley Retriever Club (the Club) aims to manage its training, competition events and other affairs in a safe manner without harming the health of its members and their dogs, their helpers, their guests and the general public.

In order to achieve this aim, the Club will:

- Set out health and safety responsibilities
- Implement Code(s) of Practice for the safe management of training and competition events
- Conduct risk assessments for training and competition events and implement measures to control or minimise risk
- Conduct briefings to inform Club members, helpers and guests of the Code(s) of Practice, the risks present at training and competition events and the control measures required to control and minimise those risks
- Ensure that the Club's equipment is maintained in a safe condition by regular inspection, maintenance and repair.
- Ensure a first aid kit is available for training and competition events and toilets are available when the event lasts for a significant period.

Responsibilities

Person / Role	Responsibilities
Club Chairman	Ensuring the Club's Health and Safety Policy is implemented fully and effectively by delegating tasks to the Club's Committee members. Ensuring accidents are fully investigated, recorded in the Incident Book and Accident Book as appropriate, and that measures are taken to prevent recurrence.
Working Test Secretary	Reviewing the risk assessment and ensuring it is suitable and sufficient for the location of the test. Briefing the Club's members and guests (competitors, judges and helpers) of the risks and the control measures to be adopted
Field Trial Secretary	Reviewing the risk assessment and ensuring it is suitable and sufficient for the location of the trial. Briefing the Club's members and guests (competitors, judges and helpers) of the risks and the control measures to be adopted.



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Person / Role	Responsibilities
Training Secretary	Reviewing the risk assessment and ensuring it is suitable and sufficient for the location of the training. Conducting an induction for trainees at the beginning of their training course and informing them of the risks and the control measures to be adopted.
Delegated Committee Member	Inspection and maintenance of the Club's equipment including (but not limited to) the equipment trailer, electrical equipment, tables, chairs, tents, dummy launchers, training pistols etc.
Club Members	Ensure the health and safety of themselves and the people around them. Comply with the Club's Code(s) of Practice and risk control measures Report accidents and safety concerns to a member of the committee.

Approval

This policy statement is to be approved at a meeting of the Club's Committee and the approval minuted with reference to the version and date. Where responsibilities are defined by role, the names of the individual Committee member with that responsibility should be minuted.

Review

The Policy Statement shall be reviewed at least annually by the Club's Committee and the review minuted.

20th March 2025