

# **The Ramblers Motorhome Club**

## **Health and Safety Policy and Procedures**

### **Objectives**

In summary the objectives of the club are to organise and manage Motorhome holiday events lasting up to 5 days, for the enjoyment of the members. These events are typically held at schools and sports clubs and occasionally a licenced campsite. Health and Safety is considered to already be a priority at all these venues.

### **Statement of Intent**

Our aim is to protect the health, safety and welfare of members and visitors, including children attending holiday events and Officials or regular users of the venue.

### **Responsibility**

Overall and final responsibility for health and safety at all events and activities organised by the club lies with the management committee. This responsibility will be delegated to a named committee member for each event. They will be responsible for carrying out a Risk Assessment and overseeing the work of the event hosts to ensure that the necessary control measures are fully implemented.

### **Current Committee**

David Gilmore - Chairman

Joseph Little - Secretary & Vice-chair

Gary Little – Treasurer

Norman Willis – Events Organiser

Jack Little

Lindsey Coalter

Martin Murphy

Margaret O'Donnell

Paul Rixon

### **Risk Assessments**

A risk assessment will be carried out for each event held at schools or sports clubs to ensure that the control measures specific to our occupation of the premises are complied with. Completed forms shall be forwarded to the club secretary and kept on file.

Private campsites have responsibility for the health and safety of their customers.

Risk Assessment forms shall be reviewed annually in May / June.

### **Electrical Equipment**

1. Equipment including leads should be visually checked at each event.
2. All electrical equipment to be EET tested annually.

## **Training of Committee Members**

1. Members of committee to receive appropriate training in the management of health and safety at events and completion of risk assessments. Records of the training to be kept on file.
2. Refresher training and training of new committee members to be undertaken annually as soon as practicable after the Annual General Meeting but not later than 2 months thereafter.

## **First Aid Training**

First Aid and Defibrillator training will be offered and records kept of trained members.

## **Review**

This policy and procedures document will be reviewed in May / June 2026.

Signed: \_\_\_\_\_ David Gilmore (Chairman)

Date: \_\_\_\_\_