

For Van Team

LEE OASIS HEALTH AND SAFETY AND CHILD PROTECTION

Health and Safety Policy and Procedures

All volunteers should be responsible for working safely and efficiently and with regard for the health and safety of others. Volunteers must not carry out any task that has not been given proper authorisation.

Moving and lifting

- Great care should be taken when moving or lifting boxes or furniture – see leaflet on lifting kept in the van.
- Special care should be taken when handling the tail lift.

Reporting accidents

- All accidents must be reported promptly to members of the committee. This is important for insurance purposes.
- Any faults or hazard with van should be reported to the Health and Safety Officer Graham Sparkes, (number to be found in glove compartment) or a member of the committee.
- First aid box is kept in the glove compartment.
- Where any doubt exists regarding the seriousness of an injury, the injured person should receive medical attention either at a hospital or from a doctor.

Child Protection Policy and Procedures

**We are committed to practice which protects children from harm.
We accept and recognise our responsibilities to keep children safe.**

We have a Child Protection Policy at Lee Oasis. This is unlikely to concern the van team or drivers but if you do have any worries please contact Pauline Connolly, or in her absence Isabel Webb. Details may be found in the glove department. Do not discuss your concerns with anyone other than them.