



THE COMPANY OF MERCHANT TAYLORS

3.1 Company Health and Safety Policy

March 2018

The Company of Merchant Taylors (Company) acknowledges its responsibility for Health and Safety and is committed to ensure:

- The Hall, grounds and cottage may be used safely following current best practice.
- All the events that the Company organises, both on its premises and elsewhere, are undertaken safely.
- All reasonable steps are taken to safeguard the Members, employees, members of the public, volunteers, and anyone who may be in the vicinity of a Company event and/or activity, from risk of injury or ill health, resulting directly or indirectly from that activity or event.
- All Members are aware of their responsibilities and that policies will be reviewed regularly.

The Company is committed to:

- Promoting and encouraging development of safe practice, as the normal acceptable standard for all Company events and activities.
- Establishing safe systems and procedures that will ensure that the Company has access to up to date information and safety advice when so required.
- Developing and encouraging communication at all levels, in order to develop the exchange of ideas and to promote best practice at all levels within the Company.

Use of the Hall and Premises for non-Company Events - Caterers, independent of the Company, have the use of the Hall and the premises for the provision of catering services under a Catering Facilities Management Agreement which sets out the respective parties' duties for matters related to Health and Safety. The overall responsibility for safety at such events lies with the Caterer. The Company will work with the Caterer to ensure that both parties fulfil their responsibilities in that respect.

Company Responsibility

The responsibility for implementation of this policy, lies with the Company. In support of this policy the Clerk will report and operate through the Company's Court of Assistants in order to promote, encourage and develop suitable and sufficient health and safety practices.

This Policy will be reviewed by the Master and the Court of Assistants prior to the end of each Company year to identify any necessary action in furtherance of the Policy.

Review Date: April 2019