

HEALTH AND SAFETY POLICY FOR THE PARISH OF ST PETER'S CHURCH HAZEL GROVE AND ST PHILIP'S CHURCH OFFERTON

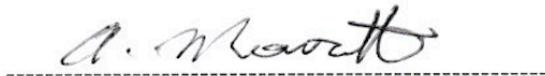
1. This policy is intended to demonstrate how the Parishes of St. Peter's and St. Philip's comply with the Diocese of Shrewsbury requirements on Health and Safety and details the:

FIRE MANAGEMENT PLAN

- 2.1 Everyone is responsible for their own Health and Safety and it is incumbent on all to highlight Health and Safety issues to those who have a Health and Safety function.
- 2.2 The delegated responsibility for Health and Safety rests with the Parish Priest. To aid in this, a Health and Safety advisor will be appointed to advise the Parish Priest and aid in the administrative aspects of this duty, however this is a purely advisory role and does not imply any deferred legal responsibility.
3. The Parish shall implement all required for prevention and control measures using the following FIRE MANAGEMENT PLAN
 - 3.1 Sufficient fire extinguishers shall be present in appropriate locations and these shall be regularly maintained by the approved authority.
 - 3.2 Adequate Fire Exits shall be identified, shall be suitably signed, easily openable and maintained and be free of any obstruction. At least one of these exits shall be suitable for the use of people with mobility issues.
 - 3.3 A fire alarm system(manually operated) shall be present and 'Fire Procedure' signs shall be displayed.
 - 3.4 An independent method of lighting the emergency escape routes shall be present and maintained.
 - 3.5 A plan showing the escape routes; location of alarms; location of service cut off points shall be compiled and displayed on the notice boards.
 - 3.6 A defined emergency assembly point shall also be identified on this plan.
 - 3.7 The maintenance of the emergency equipment shall be recorded in the 'Fire Log Book' on a minimum frequency of monthly checks.

- 3.8 All employees of the 'Parish' shall be given appropriate training and shall make themselves familiar with this policy.
- 3.9 This shall be extended to volunteers and 'Welcomers' (Stewards) who will also be asked to act as guides in the event of an emergency.
- 4.0 The following legal requirements shall also be met on an annual basis :-
 - PAT testing
 - Gas boiler testing
- 5.0 An incident log shall be available to record any accidents or incidents and any corrective actions which may be necessary to prevent recurrence.
- 6.0 Parish activities shall be covered by Parish Assessments as appropriate.
- 7.0 Emergency first aid equipment shall be available and items therein shall be maintained in valid user date.

Prepared by :-



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