

# Longparish Village Hall

Charity No. 301877

## HEALTH AND SAFETY POLICY

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This document sets out the Longparish Village Hall's Health and Safety Policy. It was last reviewed in August 2020.

### Background

In preparing this statement the Village Hall Committee have been guided by the Health and Safety Executive's document, Health and safety checklist for village and community halls published here <http://www.hse.gov.uk/voluntary/assets/docs/village-hall.pdf>

The Village Hall Committee does not have employees.

The Village Hall Committee wish to ensure that the hall is a safe environment so far as is reasonably practicable.

Our Terms and Conditions of hire include guidance on how to use the hall safely. Users are required to read them.

Information for hall users and fire instructions are displayed in the hall

### Policy Statement

Users and volunteers should take care and exercise common sense.

The Village Hall Committee will ensure that the hall is a safe environment so far as is reasonably practicable. To assist us in doing so we have prepared the following documents which are available on the village website. We will review as necessary and at least annually at the committee meeting after the AGM

- [Terms and Conditions of Hire](#)
- [Information for hall users](#)
- [Fire instructions](#)
- [Risk Assessment](#)
- [Fire Risk Assessment](#)

### Review

This policy will next be reviewed as necessary but at least annually at the committee meeting after the AGM.