**Cleaver Square, Cleaver Street and Bowden Street Residents’ Association**

**and Neighbourhood Watch**

**Health and Safety Policy**

The Cleaver Square, Cleaver Street and Bowden Street Residents’ Association and Neighbourhood Watch wishes to ensure that a safe and healthy environment is in place for anyone organising or participating in our activities and events. This includes residents, other volunteers and other members of the public. Our main activities are as follows:

* Voluntary clean-up and gardening mornings in our area, where residents bring their own equipment (twice a year)
* Small social gatherings in the square for residents (twice a year), and one AGM
* Table sales/swaps (one table, once or twice a year)
* Larger events such as the annual ‘carols in the square’ and one-off street parties (once or twice a year).
* All activities other than committee meetings and AGMs take place outdoors

1. Responsibility for health and safety lies with the association’s committee, and in the case of larger events with the organising committee (a named volunteer in charge).

2. Full risk assessments are only required for these larger events and any specific projects which may carry risks. They will cover all aspects of the event including equipment, venue, volunteers, and attendees. All volunteers will be made aware of the precautions they need to take as noted on the risk assessment.

3. Appropriate precautions will be taken to minimise hazards at all events and activities, including where appropriate the provision of a trained first aider.

4. The association holds Public Liability Insurance (£10,000,000) through the Home Office’s Neighbourhood Watch scheme for all its activities other than one-off projects for which additional cover will be sought if necessary. https://www.ourwatch.org.uk/PLI

*This policy was adopted by unanimous agreement of the committee of the Cleaver Square, Cleaver Street and Bowden Street Residents’ Association and Neighbourhood Watch on 3 July 2024 (with endorsement at the association’s AGM in November 2024 to follow), and will be reviewed at least every 3 years.*

*Signed: Penny Ritchie Calder*

*Chair, Cleaver Square, Cleaver Street and Bowden Street Residents’ Association and Neighbourhood Watch*

*Date: 3 July 2024*