



## **Chalfont Wind Band – Health and Safety Policy**

### **Purpose**

We want all members of Chalfont Concert Wind Band to enjoy making music in a safe and comfortable environment. This policy outlines our shared responsibilities for health and safety during rehearsals, performances, and other band activities.

### **Our Commitment**

The committee will:

- Appoint a Health and Safety officer
- Ensure rehearsal and performance venues are safe and suitable.
- Carry out basic risk assessments where needed.
- Respond promptly to any health and safety concerns raised.

### **Member Responsibilities**

All members are expected to:

- Take reasonable care of their own health and safety.
- Handle all instruments and equipment with care.
- Follow any safety instructions given by the committee or venue staff.
- Keep walkways and exits clear of instrument cases and personal items.
- Report any hazards, accidents, or near misses to a committee member.
- Be mindful of noise levels and hearing protection, especially in enclosed spaces.

### **Risk Assessments**

The health and safety officer will carry out a risk basic assessment covering areas such as:

- Hazardous substances such as chemicals, fumes, gases, germs etc and assessing the risk they pose and ensuring adequate ventilation
- Manual handling required in setting up or moving large items
- The use of electrical items (e.g. amplifiers, lighting)

### **Insurance**

The band has public liability insurance

### **Emergencies**

- In case of emergency, follow the venue's evacuation procedures and alert a committee member immediately. Presence will be assessed by members checking that the people they were next to are accounted for.

- If anyone is unwell and needs support, please approach the Band First Aiders. Appropriate help will be given, including band members to hospital if required.
- Members with relevant first aid training are encouraged to make themselves known to the committee.

### **Access and Review**

This policy will be made accessible to all band members via the website and reviewed annually by the committee to ensure it remains appropriate and up to date.