



Health and Safety Policy

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Introduction and scope

The British Association of Barbershop Singers is committed to providing a healthy and safe environment for all those involved in the activities it organises.

- This includes but is not limited to; members, staff (including freelance), volunteers and members of the public.
- This includes but is not limited to; rehearsals, performances and fundraising events.

Responsibilities

- Overall responsibility for health and safety sits with the British Association of Barbershop Singers Trustees
- Practical responsibility for health and safety at events and activities organised by the British Association of Barbershop Singers sits with the BABS Director of Events.

Statements of general policy

1. The British Association of Barbershop Singers will seek to prevent accidents and cases of ill-health by managing the health and safety at events and activities it organises.

Actions to be taken: relevant risk assessments to be completed for events and activities. Where regular venues are used the risk assessment will be reviewed on an annual basis or sooner if required.

2. The British Association of Barbershop Singers will provide clear instructions and information to ensure that members, staff and volunteers are competent to do their work in a healthy and safe manner.

Actions to be taken: tasks performed by members, staff and volunteers to be risk assessed and appropriate instruction to be provided (e.g. preparing and serving hot drinks, erecting staging).

3. The British Association of Barbershop Singers will engage and consult with members, staff and volunteers on health and safety conditions.

Actions to be taken: members, staff and volunteers to be briefed on health and safety risk assessments for new venues/activities and updated on any changes in risk assessment for regular venues/activities.

Establish clear lines of communication for members, staff and volunteers to raise health and safety concerns. Have procedures in place to ensure concerns raised are investigated and acted on where appropriate.

4. The British Association of Barbershop Singers will implement emergency procedures – evacuation in case of fire or other significant incident.

Actions to be taken: ensure at least one individual is responsible for knowing fire procedures for hired venues and for communicating them to those present.

5. The British Association of Barbershop Singers will maintain safe and healthy conditions for the safe storage of equipment

Actions to be taken: ensure satisfactory health and safety conditions at hired venues and for hired equipment. Ensure that any equipment owned by The British Association of Barbershop Singers will be stored safely.

First Aid

- The British Association of Barbershop Singers will ensure they are aware of First Aid procedures, kits and equipment at hired venues.
- Where practical The British Association of Barbershop Singers will recruit members and volunteers with First Aid experience
- Where appropriate (e.g. for larger events) The British Association of Barbershop Singers will train members or volunteers in First Aid or work with professional First Aid organisations.

Sound safety

The British Association of Barbershop Singers takes the responsibility of protecting the hearing of members, staff, volunteers and audience members seriously. We will:

- Ensure there are open lines of communication for individuals to raise concerns about hearing
- Take concerns seriously; the Trustees and Music Leaders will work with the individuals to find ways to minimise risk.
- Take into account the protection of our audience's hearing when designing stage and audience layout for performances.

Policy review: This policy will be reviewed and amended (if necessary) by the Board of Trustees at their annual planning meeting . It will also be reviewed in response to changes in relevant legislation, good practice, or in response to an identified failing in its effectiveness.



Alistair Lamyman
BABS Director of Administration



Shanna Wells
BABS Chair

Version Control - Approval and Review

Version No	Approved By	Approval Date	Main Changes	Review Period
1.0	Board	July 2024	Initial draft approved	Annually
1.0.1	Board	July 2025	None	Annually