

True North Collective Health and Safety Policy

1. Purpose

True North Collective (TNC) is committed to providing a safe, healthy, and supportive environment for all participants, volunteers, and staff involved in our activities. This policy outlines our commitment to ensuring that all health and safety regulations are adhered to and that risk assessments are completed and reviewed regularly.

2. Scope

This policy applies to all TNC activities at Woodville, including peer support sessions, one-to-one counselling, supervised volunteer opportunities (e.g., gardening and landscaping), and group events involving open fires.

3. Responsibilities

- **TNC Administrative Team:** Responsible for overseeing the implementation of health and safety procedures, reviewing risk assessments, and ensuring compliance with health and safety regulations.
- **Volunteers and Participants:** Expected to adhere to all health and safety guidelines, report hazards, and follow site protocols to ensure a safe environment for all.
- **Designated Health and Safety Officer:** A designated individual (from the administrative team) will be responsible for conducting regular safety checks, ensuring risk assessments are up-to-date, and coordinating emergency procedures.

4. Health and Safety Procedures

- **Risk Assessments:** Risk assessments will be conducted for all activities, including peer support, one-to-one sessions, volunteer opportunities, and open fire evenings, and reviewed regularly to identify potential hazards and mitigation steps.
- **Site Safety:** All TNC activities will follow the general safety guidelines outlined in the Woodville Community Risk Assessment, including procedures for safe access, handling of tools and equipment, and fire safety.
- **Emergency Protocols:** All staff and volunteers will be familiarised with emergency procedures, including fire safety, first aid, and emergency contact protocols.

5. Training and Safety Equipment

- **Training:** All volunteers and facilitators will receive initial safety training relevant to their roles, as well as any additional training required for specific activities.

- **Protective Equipment:** TNC will provide necessary protective equipment, such as gloves, first aid kits, and safety gear, to ensure the safety of volunteers engaged in manual activities.

6. Policy Review and Updates

This policy will be reviewed annually or whenever there is a significant change in activities or site conditions. TNC remains committed to adapting and improving health and safety practices in line with regulatory changes and organisational needs.

Policy Version: 1.0

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