

**West Lancashire Scout Council Activity Centre Facilities  
HEALTH AND SAFETY STATEMENT**

West Lancashire County Scout Council's policy is to provide safe and healthy working conditions for all employees and users of its facilities.

1. The Safety Officer for West Lancashire County Scout Council Activity Centre Facilities (WLACF) is the senior employee of West Lancashire County Scout Council (WLCSC), that is Mr P Sturgess.
2. Any employee becoming aware of unsafe working practices, or unsafe equipment, or working conditions should report this to the Safety Officer or, in any emergency, to the Warden of the campsite.
3. The topic of "Health and Safety" will be on the agenda of meetings of the APMC (CSB) at least three times each calendar year.
4. WLACF by the nature of their environment and activities has a variety of potential dangers and risks not normally present in one workplace. The presence of crags, trees, tree surgery equipment, open fires, pressure stoves, lakes, ponds, adventure courses, climbing towers, water activity facilities (paddling, sailing, power boats, and water skiing), vehicles, office and workshop tools and equipment: as well as the use of the sites by large numbers of young people, means that all employees, instructors, voluntary staff and users must be particularly vigilant and continually searching for safe working practices.
5. Particular but not exclusive dangers are
  - a. Tractors, trailers, site machinery and other vehicles used by senior employee of WLCSC and authorised personnel only
  - b. Lakes, ponds and crags
  - c. Climbing Towers
  - d. Wood Piles
  - e. Roofs of buildings
  - f. Adventure Courses.
6. It is a requirement that all who use WLACF act in a reasonable and proper way with regard to their personal behaviour, their care of the facilities, the conduct of activities, the duty of care, risk assessment and health and safety issues.
7. It is a further requirement that those who conduct activities have the appropriate training, expertise, accreditation, authorisation, and where appropriate, qualifications to do so
8. NOTE – The Group leader must remain on the relevant site whilst his group are under instruction from Centre staff. He should have in his possession all documentation referring to names, addresses and home contact details of the Group under instruction.
9. **CHILD PROTECTION MEASURES.** It is the policy of The Scout Association to safeguard the welfare of all members and users of its premises by protecting them from physical, sexual, and emotional harm.

**In order to meet these responsibilities, West Lancashire Scout Council require that users of its Centres sign below, undertaking that all adults in their party have been deemed as suitable to work with young people by their own organisation, and that any contravention of the Scout Association's Child Protection Code of Practice (attached) could lead to the Scout Association initiating its reporting and referral procedures.**

NOTE - Making a signature of acceptance of the above requirements is an integral part of the booking form and a pre- requisite of anyone using the site

Signed on Behalf of WLCSC .....  
Read, accepted and signed on behalf of User ..... date  
Position in users organisation .....

*Sheet No 1 (blue). To be retained by user.  
Sheet No 2 (cream). To be signed by user & returned with Booking Form*