Littlehampton Heritage Railway Association

Health, Safety & Wellbeing Policy

Littlehampton Heritage Railway Association is committed to ensuring our volunteers, passengers and other persons who may be affected by our activities are kept free from physical and/or psychological harm as far as is reasonably practicable. Our approach to safety, health, and wellbeing is rooted in sensibly identifying and managing risks along with compliance with legal requirements and best practice.

We subscribe strongly to the view that health, safety and wellbeing is everyone's responsibility. All volunteers have a responsibility for keeping everyone else safe and well. No single Trustee or volunteer can have a full picture of a health and safety risk, and everyone has a role to play in identifying hazards, sharing information and taking prompt action.

In adhering to this policy, the Trustees will:

- Assess and minimise the impact of our operations on the health, wellbeing, and safety of all affected parties.
- Continually review our operating procedures and update as required to mitigate risk.
- Engage with our volunteers, including provision of training and information and respond promptly to feedback or concerns and evaluate lessons learnt.
- Provide and maintain rolling stock, buildings, tools, equipment, systems, and substances as safely as practicable.
- Regularly review and enhance emergency procedures.
- Ensure that this policy is available to and understood by all volunteers.

In adhering to this policy, all volunteers will:

- Co-operate with the Trustees and others on health and safety matters.
- Take reasonable care of their own health and safety, complying with the Railways rules, operating procedures and risk assessments.
- Use tools and/or equipment only if authorised in accordance with instructions and training provided
- Not interfere with anything provided to safeguard their or others health and safety.
- Report all health and safety concerns to any of the Trustees or Officers of the Railway.
- Report any accidents, incidents, near misses and cases of work-related ill health on a Accident / Incident Form ***and*** to any of the Trustees or Officers of the Railway.
- Undertake training (and re-training) as required.
- Be a role model and provide a good example for young volunteers.

The Trustees have overall responsibility for ensuring this policy is complied with. It will be reviewed at least once a year and at such other times as may be required, to ensure it remains relevant and appropriate to the aims and objectives of the Railway.

For and on behalf of the Trustees

David Harris

David Harris
Trustee, Littlehampton Heritage Railway Association