

# AutAngel Health and Safety Policy

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## Statement of intent

1. The policy of AutAngel is to provide and maintain safe and healthy working conditions and environment for all our volunteers, contractors and staff plus any other people who are directly affected by our activities, such as members of the public at our events.

## Responsibility

1. Overall and final responsibility for health and safety at all events and activities organised by AutAngel lies with its directors.
2. This responsibility will be either taken by a director or delegated for each event or activity. The responsible person will be named in advance. This person will be responsible for ensuring that this policy is upheld at that event or activity.
3. All event or activity participants will be made aware of who is the responsible person.

## General arrangements

1. The main activity of AutAngel is to develop and help others develop autistic run projects, and publicise autistic-run ventures and events of interest to autistic people.
2. A risk assessment will be carried out before every one-off event. This will include assessing risk as it relates to all aspects of the event including equipment, venue, volunteers and attendees. Appropriate precautions will be taken to minimise hazards at all events and activities.
3. AutAngel may also run regular events at the same venue or using the same equipment. In this case, we will carry out a general risk assessment for the event, activity, equipment and venue. All general risk assessments will be reviewed at least once a year.

4. The responsible person should make all volunteers and staff at events and activities aware of the location of fire exits, fire extinguishers and first aid kit.
5. The responsible person should make all volunteers and staff will aware of the precautions they need to take as part of the relevant risk assessment.
6. A director, volunteer, contractor or staff should stay at an event until it is finished and the last attendee has left.
7. AutAngel will hold Public Liability insurance.