

<b>Record of Amendments</b>			
<b>Issue and Details</b>	<b>Date</b>	<b>Author &amp; position</b>	<b>Safety Officer &amp; date of review</b>
<i>Version 1</i>	August 2019	<i>Eszter Olah (president)</i>	<i>Chris Barrott 24/09/2019</i>

# CUGC SAFETY POLICY

Cambridge University Gliding Club (CUGC) is strongly committed to encouraging our members to take part, whilst seeking to ensure that the health, well-being and safety of each individual is managed effectively.

To support our Health and Safety policy statement we are committed to the following duties:

- Undertake regular, recorded risk assessment of the club premises in line with CGC risk assessments if necessary, and of activities undertaken by the club.
- Create a safe environment by putting health and safety measures in place as identified by the assessment.
- Ensure that all members are given the appropriate level of training and competition both at CGC and at CUGC organised events by regularly assessing individual ability dependant on age, maturity and development
- Ensure that all members are aware of, understand and follow the club’s health and safety policy.
- Appoint a competent club member to assist with health and safety responsibilities (in line with the guides provided by the Cambridge University Sports Service).
- Ensure that normal operating procedures and emergency operating procedures are in place and known by all members.
- Provide access to adequate first aid facilities, telephone and qualified first aider at all times (provided by CGC at Gransden Lodge).
- Report any injuries or accidents sustained during any club activity or whilst on the club premises.

- Ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness.

Each member has a duty to:

- Take responsible care for your own health and safety and that of others who may be affected by what you do or not do.
- Cooperate with the club on health and safety issues.
- Correctly use all equipment provided by either CUGC or CGC.
- Not interfere with or misuse anything provided for your health, safety or welfare.
- Cooperate with all rules and guidance provided by CGC (details can be found at: <https://www.camgliding.uk/about/environmental-health-and-safety-policy-statement/> )

## CLUB HEALTH AND SAFETY OFFICERS

- At CGC
  - Flying Safety Officer:
    - Andrew Watson
    - [awatson@cantab.net](mailto:awatson@cantab.net)
  - Ground Safety Officer
    - Peter Warner
- At CUGC:
  - The equipment officer

### *Details of First Aid Provision at CGC:*

At CGC there is a First Aid Kit always in the office, in addition there is also a defibrillator located at the main east door to the clubhouse, details of how to use it can be found here:

<http://www.camgliding.uk/how-to-use-an-automated-external-defibrillator-aed/>

## RISK ASSESSMENTS

Risk assessments should be found at [cugc.org.uk](http://cugc.org.uk) and the internal Wikipedia page

- Regularly reviewed to ensure that they are up to date

- Be written according to the Cambridge University Sports Service
- Should consider BGA rules (BGA Safety Management System Manual at <https://members.gliding.co.uk/library/safety/bga-safety-management-system-manual/> )

## REPORTING HEALTH AND SAFETY CONCERNS

In the case of accidents on Gransden Lodge Airfield, CGC (usually by delegation to the CFI or Flying/Ground Safety Officer) must ensure the necessary report has been submitted to the AAIB/BGA. In all other cases, the pilot in command involved in the accident must ensure reporting is undertaken through CGC.

In the case a concern of a CUGC member arises with regards to an activity held solely by CUGC (i.e.: social events), this concern can be raised with the Safety Officer of CUGC.

In the case of accidents/safety concerns on any other Airfield (i.e.: during expeditions), any concern should be raised both with the CUGC Safety Officer as well as the Club CFI of the residential Club at the specific Airfield. If the CUGC Safety Officer is not available, the concern should immediately be addressed to the President / any other committee member present at the time who will be able to take further steps necessary.

## RESPONSIBILITIES OF THE SAFETY OFFICER AT CUGC

- Ensure that this Safety Policy is reviewed annually and changed according to current best practices and standards.
- Attending a Safety Briefing by the Sports Club Service (exempt if they are already trained by other means).
- Ensure that Risk Assessments are conducted when necessary and according to the rules set by the Sports Club Service and the BGA, in addition he/she should ensure that relevant risk assessments are kept up to date.
- Ensure all members have knowledge of CUGC's health and safety policies and that they are able to find relevant risk assessments for every activity organised by CUGC.
- Ensure that any general Safety Information set by CGC is also communicated to all CUGC members.
- Be the first point of contact for any Safety Concerns, especially when the activities take place away from Gransden Lodge.

SIGNED BY THE SAFETY OFFICER:



DATE: 24/09/2019