**Gerrards Cross & Chalfonts Scottish Country Dance Club Health & Safety Policy**

There are 5 areas of concern to the club

* Fire
* Health
* Physical safety
* Security
* Food preparation.

Fire

Fire procedures are reflected in the Welcome Booklet for new members and reiterated publicly once a year at the AGM.

A register is maintained of attendees each week and the committee member in charge of it that week will ensure it is used in the event of fire to check everyone is evacuated. It is the responsibility of members to ensure their names are on the list each week.

In the event of Fire the instructions are to leave all belongings and congregate so we can check everyone is out. The congregation point at GX is the big cedar tree in the carpark, at Little Chalfont on the street outside the carpark, or as directed by the Fire Service.

Fire alarms are located in the Colston Hall, the Garden Room and in the Kitchens at GX and in the kitchen and front hall at Little Chalfont.

Health

As a club we follow all government guidance relating to Covid-19 and it is the responsibility of individual members to follow all personal guidance.

We ask that anyone feeling at all unwell stays away.

There is a public defibrillator on site at GX.

At least one member of the committee has First Aid training.

You should consult your doctor if you have any concerns about the level of activity involved in Scottish Country Dancing.

We ask that anyone starting to feel unwell should stop dancing immediately.

A First Aid kit and details of our address/post code and nearest A&E are always available.

Physical Safety

We recommend that everyone participates in warm-up/warm down activities.

Non-slip, flat shoes are essential.

A First Aid kit and ice-packs are kept in the big black cd-player box at GX and in the bag of bands and pegs at Little Chalfont.

Security

We recommend that you keep an eye on your possessions as these are public sites.

Food Preparation (limited)

Please ensure you wash your hands before any food preparation.