

# THE IMP CLUB

## HEALTH & SAFETY GUIDANCE FOR IMP CLUB ORGANISED EVENTS

### (IMP ECOSSE, WWW ETC.)

- ❖ **The Imp Club insurance is public liability cover only**
- ❖ **This covers the club if a member of the public makes a claim against the club relating to injury or property damage**
- ❖ **It does not cover damage to members or non-members cars unless specifically caused by the Imp Club or its possessions**

#### VEHICLES

- Ensure members and visitors keep to the specified speed limit when on site
- All vehicles should be driven by insured drivers with a current driving license
- Ask drivers to be aware of other vehicles and other drivers, pedestrians and children when moving around the site
- Ask drivers of caravans/campervans and drivers with trailers to take extra care when unloading or maneuvering into required position
- Any work on vehicles involving fuel lines or re-fueling must be carried out in an isolated area and not in the camping area
- Owners of cars that have an oil leak should place a cardboard tray under the vehicle to catch any spillage

#### CAMPING AREA

- Follow the site guidance with respect to keeping a safe distance between camping units.
- Tent pegs or anything else should not be left in the ground that could cause injury
- Follow the site rules for the use of barbeques and do not leave them unattended

#### FIRE/EMERGENCY

- Be aware where the site fire extinguishers are located
- Follow the site rules with respect to smoking on site

#### ACCIDENT/INJURY/INCIDENT

- Ensure there is a basic 'in date' first aid kit available on the site
- Any accident/Injury/incident must be recorded by the organising team
- Details of the incident and any required action should be documented
- Record details and keep any evidence that may be required in the event of a subsequent insurance claim or investigation by any authorities
- Write up the notes as soon as possible to help with recall at a later date and ask other members who are witnesses to do the same (needs to be fed back to the committee)
- Complete an accident/injury/incident log if necessary and forward to the secretary after the event

#### SITE

- Take care with any guy ropes, power cables etc.
- All portable Imp Club electrical equipment should be PAT tested before use