



HEALTH AND SAFETY POLICY

Coaches, Officials, Contractors

Gisborne Boardriders Club ("GBC") takes steps to ensure health and safety for our participants, coaches and volunteers.

To whom does this Policy apply to?

This policy applies to anyone who provides services to GBC including volunteers. This includes, for example: Coaches, Event Participants and whanau, Competition directors, MC's, Beach Marshalls, Judges, Photographers, Videographers, and Independent contractors or subcontractors.

1. RISK IDENTIFICATION AND HAZARD REGISTER

GBC utilises "[Thinksafe](#)" application to identify and register hazards at events. Risks are categorised into Low to High Risk.

This includes:

- Staff and Site Induction
- Hazard Observation and Job Hazard Analysis
- Incident Register
- Training Register
- Safety Meeting
- Today's Plan and Work Plan
- Site Inspection
- Safety Tour
- Vehicle Inspection
- Hazardous Substances Register
- Time Sheet
- Visitor Sign In/Out
- COVID-19 Contact Tracing and COVID-19 Checklist

Investigation and Response

Any adverse events will be investigated and discussed by the committee. Depending on severity of the adverse event will determine the urgency of the response.

For serious adverse events or risks the committee should be notified immediately and a decision would be made within 24-48 hours.

For lower risk adverse events then the committee will review in their monthly committee meeting and discuss potential ways of reducing or mitigating the risk and any outcome or policy changes.

2. TRAINING

GBC Staff and Volunteers will be adequately informed of the health and safety procedures before undertaking an event by the lead organiser. This will include how to identify and report any hazards in preparation up to the event and on the day.



As a condition of your agreement with GBC to provide your services, you are expected to acknowledge that you have received and read this Health and Safety Policy and agree to abide by its provisions by signing below:

I agree to this Health and Safety _____ / ____ / ____
(Full name) (signature) (Date)

26/10/22