



Health and Safety Officer Role Description

Summary

The Health and Safety Coordinator is responsible for overseeing the implementation of the health and safety policy, associated risk assessments and the maintenance of a transparent and inclusive health and safety environment.

Responsibilities

- Creating a transparent and inclusive health and safety environment.
- Develop the Health and Safety Policy Statement with the club General Council
- Regularly reporting key health and safety issues to the General Council
- Implement the Health and Safety Policy Statement by:
 - Overseeing the annual health and safety plan.
 - Managing risk through risk assessment and consequential action.
 - Ensuring health and safety events easily reported to the club.
 - Ensuring investigations are undertaken into health and safety events.
 - Creating a learning environment for health and safety issues.
- Reporting all health and safety events to UK Athletics

Note

This document is derived from the England Athletics template for 'Role Description: Health and Safety Co-ordinator'.

Review

This document was last reviewed:	Nov-2022
Reviewed by:	Lincoln Ball
The planned review period for this document is:	2 years