



Health and Safety Policy

Manor Park Golf Club Incorporated (Manor Park), also known as Manor Park Golf Sanctuary, is committed to providing and maintaining a safe and healthy environment for all staff, members, contactors and visitors. Manor Park will provide the information, training and supervision needed to achieve this.

The Board and management of Manor Park takes responsibility for health and safety procedures however, employees, members, contactors and visitors need to be aware of their responsibilities and comply with Manor Park's health and safety policy.

Each employee is encouraged and required to play a vital role in maintaining a safe and healthy workplace through:

- Being involved in the workplace health and safety system.
- Sticking to correct procedures and equipment.
- Wearing protective clothing and equipment as and when required.
- Reporting any pain or discomfort as soon as possible.
- Ensuring all accidents and incidents are reported.
- Helping new employees, trainees, members, contractors and visitors to the workplace understand the right safety procedures and why they exist.
- Telling their manager immediately of any health and safety concerns including those raised by members, contractors or visitors.
- Carrying out tasks only when trained.
- Refraining from carrying out any task or activity if they are concerned that it may be hazardous to self or others.
- Keeping the work place tidy to minimise the risk of trips, falls or other accidents.

Each member (including every green fee paying player) is encouraged and required to play a vital role in maintaining a safe and healthy golf club environment through:

- Avoiding any activity that endangers the safety or health of any other member, staff member, contractor or visitor.
- Avoiding hitting golf balls in the direction of any other player, staff member, contractor or visitor to the course.
- Reporting any accident and incident involving the health or safety of any other person while at the golf course.
- Reporting any health or safety concern to the club office, club Pro-shop or a staff member.

Every contractor is responsible for conducting their business at Manor Park in such a manner as meets the requirements of the Health and Safety At Work Act 2015 including:

- Consulting with the management of Manor Park and agreeing responsibilities especially where overlaps in work duties occur.
- Providing evidence of their health and safety policies and procedures when required by Manor Park.
- Reporting any accidents and incidents involving the health or safety of any other person while at the golf course.
- Reporting any health or safety concerns to the club office, club Pro-shop or a staff member.
- Refraining from carrying out any task or activity if they are concerned that it may be hazardous to themselves or others.
- Keeping the work place tidy to minimise the risk of trips, falls or other accidents.

Every visitor is expected to play a vital role in maintaining a safe and healthy golf club environment through:

- Avoiding any activity that endangers the safety or health of any other visitor, member, staff member or contractor.
- Reporting any accident and incident involving the health or safety of any other person while at the golf course.
- Reporting any health or safety concern to the club office, club Pro-shop or a staff member.

The Board and management of Manor Park very much appreciate the co-operation and participation of every person working at or visiting the course and its facilities.

Craig Berridge
President