

Health & Safety Policy

Evolve - The Cycling Network for Muslim Women

Statement of intent

The policy of Evolve is to provide and maintain safe and healthy working conditions and environment for all our volunteers and users, plus any other people who are directly affected by our activities, such as members of the public at our events.

Responsibility

Overall and final responsibility for health and safety at all events and activities organised by Evolve lies with the executive committee. This responsibility will be delegated to a named volunteer for each event or activity. This volunteer will be responsible for ensuring that this policy is upheld.

The overall person responsible for Health and Safety is: Alia Merali

For all other events the responsible person will be named in advance and their name will be noted on all relevant risk assessments. All volunteers involved will be made aware of who is responsible for health and safety.

General arrangements

The main activity of Evolve is to organise:

- Coaching and competitive opportunities in Cycling for Muslim Girls and Women, not limited to but initially in the Harrow, Watford and the surrounding areas.
- Go-ride facilities and training for children of all ages.
- Breeze weekly rides and facilitate social riding such as mummy and me rides, Eid and holiday routes.
- Host Annual Muslim Women Sportive with British Cycling

A risk assessment will be carried out before every one off event. This will include assessing risk as it relates to all aspects of the event including: equipment; venue; volunteers; attendees. Appropriate precautions will be taken to minimise hazards at all events and activities.

Evolve may also run regular events at the same place or using the same equipment, such as the bikes we lend out to beginners. Bikes will be checked between each use. In this case we will carry out a general risk assessment for the event/activity/equipment/place. All general risk assessments will be reviewed at least once a year.

We will have a **trained first aider present** at all events which are open to the public.

We will make sure all volunteers at events and activities are aware of the location of fire exits.

All volunteers will be made aware of the precautions they need to take as noted on the relevant risk assessment.

No volunteer will run an event or activity on their own, and at least two volunteers should stay at an event until it is finished and the last attendees have left.

Evolve will hold Public Liability Insurance, under British Cycling.

Review

This policy will be reviewed every year

Date 11/03/20202

Iffat Tejani - Chair