

1. Voluntary organisations and volunteers have a duty of care towards each other and towards any others who may be affected by their activities
2. It is good practice for Gazzen Salts Nature Reserve (GSNR) to make a statement of general policy for Health and Safety for various volunteer and visitor activities, especially where there is obvious risk of harm, e.g. using machinery, cutting tools, ladders, or working with or encountering potentially toxic plants or substances, or stinging or biting organisms
3. GSNR takes the safety of volunteers and visitors very seriously
4. Volunteers are responsible for their own safety, taking account of the content of this policy and the advice or guidance of the Task Leader
5. Leaders of visiting groups must carry out their own detailed Risk Assessments (RAs) in advance of the organised visit. GSNR will not provide such RAs as each visiting group has its own needs, aims and requirements
6. A First Aid Kit is available in the Sheep Pen Containers (Sheep Pen) and a First Aid Kit is also kept at the Reserve shed. GSNR will keep a record of more significant injuries or harm in an 'Accident Book'
7. Training for First Aid, the administering of medical treatments or equipment, or other relevant Health or Safety training, will be sourced and offered on a needs-must basis
8. Task Leaders must: Listen to any health and safety concerns raised by volunteers or visitors. Take appropriate action to minimise the adverse health effects of any part of the Reserve or any work in progress, consistent with the conservation aims of the Reserve
9. Volunteers should not engage in solo working
10. While on the Reserve volunteers are encouraged to:-
  - carry a mobile phone
  - bring a filled water bottle (as drinking water is not available on site)
11. Volunteers should seek instruction before embarking on any task or using any equipment with which they are unfamiliar
12. Volunteers using power tools or power cutting equipment should always work in partnership with a second volunteer
13. Tools and equipment are to be maintained in good working order. A volunteer finding any equipment falling below the standard of good working order should report this to the Task Leader, who should remove the equipment for further attention or repair
14. Volunteers should ensure they are up to date with anti-tetanus vaccinations
15. Work at volunteer sessions (Wednesdays) should end at 11.45am to allow for return of equipment to the Sheep Pen

The overall and final responsibility for Health and Safety rests with the Chair and Trustees of Gazzen Salts Nature Reserve.

**This policy will be reviewed November 2026**  
**Approved at Trustees' Committee Meeting, 12<sup>th</sup> March 2026**