

Durham Scout Events

Safety Policy for Staff Team

Volunteers & Employees



1. Introduction

This code has been specifically written for the use of our Staff Team Volunteers and Employees. You have an important role to play in ensuring our events are safe and enjoyable for everyone – please take a few moments to read this document and sign at the end. If you are unsure about anything, please ask the Camp Warden.

2. Event Policies

- It is the policy of Durham Scout County to safeguard the welfare of all members by protecting them from physical, sexual and emotional harm. You'll find a copy of "Safeguarding: A Code of Conduct for Adults" (the yellow card) attached to this email.
- Smoking, Vaping and the consumption of alcohol is not permitted on-site. There is a designated smoking area for those over 18 which is outside of the main gates of the site.
- The use of gas/petrol lamps, stoves, smoking, any naked flame or generator is prohibited in the interest of fire safety. Firefighting equipment is for use in emergencies – any inappropriate use of the fire equipment will result in the person being asked to leave the site. Gas for the use of cooking equipment is permitted in the Catering compound.
- Please follow the mandatory health and safety signs – do not enter compounds, buildings or activity areas unless you are authorised.
- Please do not use any tools from the Moor House Adventure Centre or the Event Team unless you have been authorised to do so and are appropriately trained/competent (ask if in doubt).
- No vehicles are allowed past the car parks, unless authorised by the Help Desk Manager.
- When helping on any activity, please familiarise yourself with the risk assessment, operating procedures (if relevant) and follow instructions from your team leader. If you're not comfortable doing something or you think something is unsafe, stop and speak to your team leader or our Camp Warden.
- Major Incident and Evacuation instructions are contained within your check-in pack. Please familiarise yourself with them.
- Do not interfere with firefighting equipment.

3. Hazards

There are a variety of natural and man-made hazards of the site, including uneven paths, low branches, poisonous fungi/flora/plants and stream. If you observe hazards at the event (whether relating to your own activities or not) they must be immediately reported to the Event Organiser or Camp Warden.

4. Confirmation

I confirm that I understand that I am responsible for the Health and Safety of myself and my role in making the event enjoyable for everyone. I have read the Event Safety Policy above and understood the risk assessments relevant for my role:

Staff/Volunteers Signature	<i>signature</i>	Date	Print Name
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