



## LIGHTHOUSE CENTRAL HEALTH & SAFETY POLICY

Updated: 1<sup>st</sup> April 2025

### Overview

**Lighthouse:** is the name given to a non-residential, one week long, holiday camp for children run by Christians under the Lighthouse Brand.

**Lighthouse Brand:** is the identity, ethos and combination of properties that represents how Lighthouses are perceived by those who experience or interact with them.

**Individual Lighthouses:** a unique identifier that distinguishes one instance of Lighthouse from another (typically the name of a location). Each Individual Lighthouse is typically a registered charity in its own right that provides a Lighthouse week or other children's services using the Lighthouse Brand.

**Lighthouse Central (LHC):** the umbrella organisation that supports the Individual Lighthouses and is leading the nationwide growth of the Lighthouse movement. LHC provides the core administrative functions necessary to run a Lighthouse.

The Individual Lighthouse is responsible for the activities and implementation of any policies before during and after the Lighthouse week.

As part of its administrative remit LHC maintains a library of Policies and Procedures including an Adult to Child Ratios Policy.

### Definitions

Throughout this policy, the term 'Lighthouse' shall be taken to mean, collectively:

Lighthouse Beaconsfield, Registered Charity No. 1198953  
Lighthouse Burnham, Registered Charity No. 1182190  
Lighthouse Cressex, Registered Charity No. 1183476  
Lighthouse Derby City, Registered Charity No. 1207908  
Lighthouse Haddenham, Registered Charity no. 1201685  
Lighthouse Hazlemere, Registered Charity No. 1178562  
Lighthouse High Wycombe, Registered Charity No. 1114541  
Lighthouse Loudwater, Registered Charity No. 1197125  
Lighthouse Mansfield, Registered Charity No. 1164680  
Lighthouse Marlow, Registered Charity No. 1178062  
Lighthouse Princes Risborough, Registered Charity No. 1178119  
Lighthouse Safe Harbour, Registered Charity No.1180779  
Lighthouse Shelswell, Registered Charity No. 1187651  
Lighthouse Central, Registered Charity No. 1169839

And Lighthouse Water Eaton which is an associate Lighthouse through St Frideswide's Church, a resource hub in the Diocese of Oxford for community organising and church growth.



And Lighthouse Denham which is an associate Lighthouse through Denham Parish Church, yet to be registered as a separate charity.

## 1. General Policy Statement

Lighthouse attaches great importance to the health, safety and welfare of our volunteers and all who use facilities provided by us and who are involved in activities organised by us. To this end we aim to ensure that all activities carried out or undertaken by our volunteers are managed in a manner to avoid, reduce or control foreseeable risks to the health and safety of any person who may be affected by those activities as far as reasonably practicable whilst providing an environment that is supportive of our activities.

We will adopt and implement policy and procedures that are compatible with and acknowledge the duties imposed by the provisions of the Health and Safety at Work Act 1974, (the HSWA) and related Codes of Practice and regulations that apply to our activities.

We will achieve this by:

- Completing a one-page template of the overall health and safety arrangements for each local Lighthouse, which is set out in the standard format recommended by the Health and Safety Executive (HSE) and is completed by the local Lighthouse annually, showing who has overall and day to day responsibility
- Ensuring that anyone who may be affected by our activities is not exposed to undue health and safety risks
- Carrying out suitable assessments of the health and safety risks to which volunteers and those participating in our activities may be exposed and minimise those risks as far as is reasonably practicable
- Ensuring that our volunteers take responsibility for their own health and safety including their actions, appropriate mode of dress/footwear and awareness of risks
- Establishing clear organisational and procedural arrangements to effectively carry out our duties
- Providing a safe working environment for volunteers including a fire risk assessment
- Providing equipment that is maintained in a safe condition at all times
- Establishing emergency procedures for actions to be taken in the event of fire, incidents, accidents, dangerous occurrences and illness and ensure that fire drills and tests of fire points/detectors/emergency lighting are undertaken regularly
- Ensuring the safe storage, handling and labelling of any hazardous materials



- Providing relevant information, advice, training, instruction and supervision
- Consulting with volunteers on health and safety matters
- Implementing appropriate procedures for the effective monitoring and review of this policy, our organisational arrangements and our health and safety procedures
- Encouraging a positive attitude to health and safety and ensuring that all staff, by example, promote safe practice.