

# Uplyme Village Hall

## Procedure in case of Accidents

It is the intention of the Uplyme Village Hall Committee to comply with all health and safety legislation and to act positively where it can reasonably do so to prevent injury, ill health or any damage arising from its activities and operations.

Hirers, attendees and contractors will be expected to recognise that there is a duty of care on them to comply with practices set out by the committee, with all safety requirements set out in the Conditions of Hire and with safety notices on the premises and to accept responsibility to do everything they can to prevent injury to themselves or others.

Be aware and seek to avoid creating slipping, tripping and toppling hazards.

Extra care to be taken by those involved with handling cooking equipment, including knives and handling hot water, where possible wait for the water to cool down.

### In the case of an injury or incident-

The location of the nearest hospital Accident and Emergency is 26 miles away from the hall:

Dorset County Hospital, Williams Avenue, Dorchester DT1 2JY

The contact number and location for the nearest doctor's surgery (approx. 1 mile) is:  
Lyme Regis Medical Centre, 2 Uplyme Road, Lyme Regis DT7 3LS  
01297 445777

The **First Aid Box** is located in the Hall Kitchen.

The accident book/forms are kept with the Information Folder in the entrance foyer. This must be completed whenever an accident occurs.

Any accident must be reported to a Hall Manager as soon as possible.

The following major injuries or incidents must be reported to RIDDOR if the incident involves a contractor or volunteer completing a required task:

(The Reporting of Injuries, Disease and Dangerous Occurrences Regulations 2013)

- fracture, other than to fingers, thumbs or toes
- amputation
- dislocation of the shoulder, hip, knee or spine
- any penetrating injury to the eye (including chemical)
- injury from electrical shock/burn leading to unconsciousness or requiring resuscitation or admittance to hospital for more than 24 hours;
- any other injury leading to hypothermia, heat - induced illness or unconsciousness or requiring admittance to hospital for more than 24 hours
- Unconsciousness caused by asphyxia or exposure to harmful substances or biological agent
- acute illness requiring medical attention which may have resulted from biological agent or its toxins or infected material