

# ST ANDREWS AND EDINBURGH LOURDES PILGRIMAGE

## Health and Safety Policy

### 1 POLICY

The Pilgrimage recognises its responsibilities for ensuring, ***so far as it is reasonable and practical***, the health, safety and welfare of all those travelling with us on Pilgrimage.

The Pilgrimage attaches the greatest importance to health and safety considering this to be a management responsibility ranking equally with other management functions within the organisation.

It is the policy of this Pilgrimage to take all reasonable, practicable precautions for the prevention of accidents and dangerous occurrences and for the creation of an environment that safeguards all pilgrims.

**The Policy will be reviewed regularly and updated as necessary.**

### 2 OBJECTIVES

The objectives of the above policy are:-

- to ensure that all pilgrims are provided with relevant information
- to promote a multi disciplinary approach on health and safety matters
- to promote high standards of health, safety and welfare within the Pilgrimage and to ensure compliance with all relevant statutory provisions
- to create and maintain a safe and healthy Pilgrimage for all pilgrims.

### 3 POSITIVE HEALTH AND SAFETY PRACTICES

Every volunteer should be aware of the requirement to fully understand and comply with procedures.

Any defective equipment must be reported to the team leader at the earliest opportunity.

Every volunteer should be aware of their limitations, always use appropriate manual handling techniques and seek guidance if uncertain.

Any accident or near miss incidents must at the earliest opportunity be reported to the relevant team leader who will bring the matter to the attention of the Pilgrimage/Organising Committee.

#### **4 HEALTH AND SAFETY PREPARATION**

As part of the commitment to Health and Safety all volunteer helpers will be obliged to attend a Practical Preparation Day.

#### **5 RISK ASSESSMENT**

The Pilgrimage/Organising Committee will carry out detailed Risk Assessments of Pilgrimage activities. They may identify hazards, determine the risk, specify action and review the risk. These Risk Assessments will accompany this document in the Helpers Booklet.

#### **6 RECRUITMENT AND SCREENING**

The recruitment and screening of all volunteers is subject to the requirements prescribed by the Catholic Church in Scotland and current Child and Vulnerable Adult Protection legislation. Detailed records of all volunteers will be securely maintained by the Committee. The Pilgrimage will also include preparation of all volunteers in respect of procedures to respond to and report concerns and Codes of Practice which all volunteers are obliged to follow.

The Pilgrimage/Organising Committee and the Catholic Church in Scotland will not act alone but in partnership with all other agencies to combat the abuse of vulnerable adults.

Dr Ken Ritchie  
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Lourdes Pilgrimage/Organising Committee  
Archdiocese of St Andrews & Edinburgh