



British Rapidplay Chess Health and Safety policy
and Rules and Regulations.

Name of organisation: British Rapidplay Chess

Designated person(s): Brent Kitson - General Secretary/Health and Safety Officer.

Please note that over and above this policy the event has a clear set of rules and regulations which are set out at the bottom of this overview***

The following statement sets out the health and safety objectives for our Chess Event.

- will take all reasonable steps to provide safe and healthy conditions for children and adult chess players , volunteers, members of management committee,

- The above also applies to arbiters/controllers and visitors and others who may be affected by its activities;
- will ensure compliance with all relevant health and safety legislation;
- accept responsibility as an organiser and will provide adequate resources to implement this policy;
- accept that health, safety and welfare are an integral part of all its activities and will take steps to manage these;
- expects all arbiters/controllers/helpers and volunteers to co-operate in complying with all legal obligations and take reasonable care of their own health and safety and have regards to the health and safety of others;
- are committed to providing the necessary information, instruction and training to all controllers/arbiters/ volunteers .
- are committed to regular evaluation and review of its health and safety policy to ensure its objectives are met and, as necessary, to modify the policy in light of new legislation and other changing circumstances.

Responsibilities for implementing and reviewing the organisation's health and safety policy are detailed below.

1. British Rapidplay Chess Management Committee

The B.R.C. committee has overall responsibility for health and safety. For its part, the management committee will:

- delegate one person to be the health and safety officer for the organisation. This person's name isBrent Kitson
- make sure health and safety issues are paramount;
- make sure adequate resources for health and safety are made available ; eg first aid box, accident/incident log book.
- consult with arbiters/controllers/helpers and make sure relevant training/briefing is carried out where necessary.
- constantly monitor and review the health and safety arrangements.

2. Named Designated Persons / Leaders

The named designated person with controllers/arbiters are responsible for the two day events health, safety and welfare and will:

- develop a safety culture throughout the event .
- Take operational decisions over the two days of the event;
- Issue clear safety procedures in advance and publish on our website. .
- make sure arbiters/controllers/helpers are aware of their responsibilities;
- make sure that visiting adults/guardians accompanying any children are made aware of all relevant agreed health, safety and welfare routines and practices;
- report to the British Rapidplay Committee annually and make recommendations
- make sure everyone is told immediately about any hazards that arise during the event.
- make sure that the accident and incident log book is available and used for reporting and recording accidents . Two witness statements are normally required.
- make sure that effective arrangements are in force to facilitate ready evacuation of the building in the case of fire or other emergency in liaison with the venue manager in advance.
- monitor effectiveness of procedures annually.

The designated person or leader may delegate any of these tasks to named individuals by agreement of all parties. However the designated person or leader remains responsible for health, safety and welfare over the two days of the event.

3. Staff and volunteers

All arbiters/controllers/ volunteers will:

- support the implementation of health and safety arrangements as required by health and safety legislation;
- take reasonable care of themselves, children and others;
- make sure, as far as is reasonably practicable, that classrooms ,dining areas , corridors are safe e.g. fully lit, fully accessible, fully safe table and chairs,adequately heated . All fire exits are also clear and fully signed.
- report any concerns, shortcomings or near accidents immediately to the designated person or leader, or health and safety officer Brent Kitson

- ensure that no trailing wires are present.

4. Training

The health and safety officer is sent to regular training courses about health and safety matters, including first aid. This information is passed on to other members of staff and volunteers after the training.

5. First aid and Accident/Incident Log Book.

These will be kept at the Secretary's Desk by ..Brent Kitson which is accessible to all members of staff and volunteers. The health and safety officer is responsible for keeping the first aid kit up-to-date with supplies. There will be at least one qualified first-aider on site.

6. Accidents and dangerous occurrences

All accidents and injuries, no matter how minor, must be recorded in the accident book which is kept at the Secretary's Desk by Brent Kitson. Accidents must be reported to the designated person or leader and the health and safety officer in the log book, (available from the health and safety officer). The section arbiter and in the case of juniors, their parents/guardians must also be told. The health and safety officer will complete and verify an accident/incident book entry. If necessary, the health and safety officer will be responsible for informing the appropriate parties, and for setting up any subsequent enquiry. In an emergency, if a child needs to go to hospital, an ambulance should be called by the health and safety officer or designated person or leader by dialling 999. Parents or guardians will be told immediately. If both the parent and the next emergency contact are unavailable, a member of staff must accompany the child acting in 'loco parentis'.

7. Health and safety induction

The health and safety officer runs sessions for new staff and volunteers to discuss the general health and safety management arrangements and emergency procedures, including this policy.

8. Monitoring and review of policy

- The designated person or leader and the health and safety officer will carry out an annual review of the health and safety policy to make sure that new regulations are followed and that the contents of policy remain valid.
- The views of children, young people and their families, staff, volunteers and members of management committee will be sought.
- Risk assessments will be carried out by the health and safety officer in advance of the event and with the manager of the venue. Any potential problems must be resolved and an action plan agreed and carried out before the event starts.

British Rapidplay Chess Rules 2016.

- 1) All players must be respectably dressed and suitably attired
- 2) Mobile must be switched off during chess game play rounds
- 3) The British Rapidplay Chess accept no liability for cars parked in the venue's car park.
- 4) The British Rapidplay Chess accept no liability for stolen or lost items. However these must be reported to the Secretary and section controller immediately
- 5) Electrical equipment is plugged in at entirely the owners own risk e.g. Surges/Spikes/electrical failure. Permission to use sockets must be sought in advance .
- 6) Reference all foodstuffs and drinks bought and consumed from the Atrium Café . The B.R.Chess are not liable for any food poisoning or otherwise.
- 7) Bad behaviour/bullying/inappropriate behaviour/swearing/violence/fighting will not be tolerated . The police will be called where necessary.
- 8) Any theft of belongings/equipment will be reported to the police and prosecution followed through .
- 9) No photography of juniors allowed at all.
Only event winners with the parents permission maybe photographed.
- 10) Litter abuse will not be tolerated.
- 11) No smoking at all at the site or in the school grounds.
- 12) Any false entries / falsified grades not allowed.
- 13) The Rapidplay and The Rules of chess apply (See ECF)
These will be enforced by arbiters. Disputes must be respectfully and peacefully resolved . The Arbiters decision is final. The Chief Arbiter may be referred to by the sectional arbiter .
- 14) All entries fees must be paid in full no later than after the first round.
- 15) All parents and guardians of juniors may watch them via the side glass windows during play and as the arbiter oversees them during chess play. The parent/guardian is responsible for overseeing the junior at all other times . The parents and guardians are situated specifically in the adjacent room. Our Safeguard Policy is available from the Website

- 15) Any accidents/thefts/incidents/hazards/issues must be reported immediately to your section controller and the Secretary/Health and Safety Officer.... A first aider and first aid kit is on site.

Please visit the websites [www@ british-rapidplay.org.uk](http://www@british-rapidplay.org.uk) and ecf.org.uk for further information .