



Contractor Safety Policy

All Saints' Church, Walsoken

Please refer to Document H&S_Doc_0001 for all General Health & Safety requirements

Specific Policy

For the purposes of this policy, a contractor is anyone or any person or organisation engaged by the church to carry out paid work at the church where the church has responsibility. The Church may use contractors for maintenance, repairs, installation and many other tasks in or around the Church. A volunteer carrying out works in church beyond that accepted by the PCC as usual domestic work will need the work to be discussed with the church safety officer to ensure safety risk is adequately controlled.

Construction-related work including demolition, extension and maintenance of structures & services may require the Church to follow the CDM Regulations (Construction Design and Management Regulations) if they apply. This usually controlled by the architect engaged and the church yields safety control to the architect while retaining overall responsibility.

Contractors have duties under the Health and Safety at Work Act 1974. The Church employing contractors also have duties to the contractor under Section 3 of the Health & Safety at Work Act that places a duty on the Church to *"Conduct its undertaking in such a way as to ensure, so far as is reasonably practicable, that persons not in their employment are not thereby exposed to risks to their health or safety"*. In this regard, by engaging a contractor, the Church is "conducting its undertaking" and so must ensure the safety of all contractor's employees.

Reference Documents

The Health and Safety at Work Act 1974.

The Construction Design and Management Regulations 2015.

Procedure

When a contractor is engaged to carry out work in the church the person engaging the contractor must.

- 1) Ensure the contractor conducts themselves with suitable deference to a place of worship in the church.
- 2) Have assurances that the contractor will use their own equipment competently, ensure its in good repair and be suitably matched to the task.
- 3) For minor works (under £3,000) the church PCC will accept, in good faith, that the contractor self declares they have adequate insurance, are professionally competent to carry out the contracted works and that the contractor has a suitable generic risk assessment, as is legally required, for those works. Self-declaration is made by accepting the order for the works.
- 4) For works more than £3,000 the contractor must provide proof of their insurance, that they are professionally competent to carry out the contracted works and provide their safety risk assessment, as is legally required for those works for review before the work starts, unless an emergency exists. Other safety information may be requested on a need's basis.

Forms (If any)

None

Diagrams (If any)

None

Appendices (If any)

None