

# Policy on Health and Safety for All Activities Involving Girls and Volunteers



<b>Rationale</b>	Health and Safety is of paramount importance in the planning and participation of every activity (both indoors and outdoors).
<b>Purposes</b>	<ul style="list-style-type: none"> <li>• To ensure the health and safety of all people involved with activities of GirlGuiding New Zealand.</li> <li>• To manage the element of risk in all activities.</li> <li>• To ensure leaders are adequately trained in health and safety issues.</li> <li>• To ensure all members understand their obligations.</li> </ul>
<b>Guidelines</b>	<ul style="list-style-type: none"> <li>• Health and safety must be considered at the planning stage of all activities. All possible risks should therefore be identified and managed effectively.</li> <li>• Leaders must use suitably qualified personnel for all activities, especially those in the outdoors.</li> <li>• Every member is required to observe all safety rules, laws and regulations, particularly those found in <i>A Guide to Guiding in New Zealand</i>, in order to maintain a safe and healthy environment.</li> <li>• The procedures in the New Zealand Mountain Safety Council's manual <i>Managing Risks in the Outdoors</i>, should be followed during all outdoor activities.</li> <li>• GirlGuiding New Zealand leaders will ensure compliance with all statutory provisions/requirements and regulations, appropriate to the activity eg the wearing of cycle helmets.</li> <li>• Appropriate instruction must be given to all participants prior to all activities.</li> <li>• Any accidents sustained during GirlGuiding New Zealand activities and requiring medical intervention must be recorded on a GirlGuiding New Zealand Incident/Accident form. This form is available from the regional administrator and must be returned to her upon completion.</li> </ul>
<b>Conclusion</b>	GirlGuiding New Zealand is responsible for the safety and health of its members during all activities. Leaders must act with all reasonable care so that health and safety is paramount and to ensure that the good safety record of GirlGuiding New Zealand is maintained.
<b>Date of policy</b>	2005
<b>Last reviewed</b>	February 2011