

Moira Replan Centre

Safety Rules and Regulations

General Safety Rules

Moira Replan Centre is non-smoking, alcohol, drug free, apart from prescribed medications, in all parts of the premises leased to Moira Replan. The only exception being the serving of alcohol at Moira Replan special events.

All Safety Rules are in accordance with the Health and Safety at Work Act 1974 and any updated relevant legislation

Please follow the rules and regulations in order to comply with our insurance policy cover

It is the responsibility of everyone using The Centre to take reasonable care of themselves and others. Report any concerns to the Centre Manager.

At all times Centre users must act in an orderly and responsible manner in all the activities they are involved in. Paying attention to and observe instructions written or oral and notices that may be displayed.

Users should wear appropriate clothing and footwear necessary for the area they are working in and use any safety aids provided.

The use of machinery, equipment, and tools to be used in accordance with the manufacturer's guidelines and any damage or breakages reported to the Centre Manager.

Report any electrical fault to the Centre Manager.

Any accidents, no matter how trivial should be reported and logged.

Users should note the location of the nearest First Aid boxes and fire extinguishers in the area where their activities are taking place. Notices are placed around the Centre.

Fire Precautions

Ensure that fire exits are always left clear.

Fire doors should not be propped open.

If using flammable materials or equipment that might cause sparks or flames, ensure appropriate care is taken in accordance with guidelines.

In the event of an outbreak of fire it should be reported immediately. In the case of a small outbreak and if safe to do so the use of an appropriate fire extinguisher may be used.

In the case of a larger outbreak evacuate the area quickly closing the fire doors behind the last person to leave. Go to the designated assembly point and remain until told it is safe to leave. Call 999 for the Fire Service.

Reviewed, Agreed, and verified at AGM 2022

Signature of Chairperson of the Trustees

