



Fleetwood Town Council

Onward to a Better Future

Allotment Site Health & Safety Policy

LARKHOLME AVENUE ALLOTMENT SITE, FLEETWOOD, FY7 7PN

1. Policy Statement

We are committed to providing a safe and healthy environment for all allotment plot holders, visitors, contractors, and volunteers.

Our aim is to prevent accidents, reduce risks, and ensure compliance with relevant UK health and safety legislation.

2. Responsibilities

- **Fleetwood Town Council:**
 - Maintain the site in a safe condition.
 - Carry out regular inspections and risk assessments.
 - Provide guidance to plot-holders on safe practices.
 - Ensure pathways between plots are maintained and free from hazards for accessibility purposes.
 - Taking appropriate action when site rules are not followed.
 - Conduct an annual risk assessment covering paths, fencing, water points, sheds, and communal areas.
 - Address hazards promptly (e.g. uneven paths, exposed nails, unsafe structures).
- **Plot-holders:**
 - Their own health and safety and that of others around them.
 - Keep plots tidy and free from hazards, including pathways between plots.



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- Use tools and equipment safely.
 - Report hazards or incidents promptly to Fleetwood Town Council.
 - Obey site rules.
 - **Contractors:**
 - Always follow site safety rules.
 - Their own health and safety and that of others affected by their activities.
 - Working in accordance with their risk assessment/relevant industry standards as appropriate.
 - **Site Visitors**
 - Adhering to the site rules provided, including supervision of children and not engaging in any unsafe activity.
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3. Site Safety Rules

- Wear appropriate footwear and clothing when working.
 - Store chemicals securely and in original containers.
 - No fires.
 - Children must always be supervised.
 - Dogs must be kept on leads.
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4. Emergencies and First Aid

- **Fire:** raise the alarm, evacuate the area and contact emergency services. Advise the Fire Brigade that the possibility of chemicals may be involved.
- **Medical emergency:** Administer first aid as appropriate, contact the emergency services if necessary. Closest defibrillators are located at Spar at Broadwater Fleetwood Rugby Union Club on Melbourne Avenue and in case of emergency.



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- **Severe weather:** If a storm or flood is forecast, allotment users must secure their plots and avoid working in dangerous conditions e.g. near trees.
- Keep own first aid kit on your plot.
- Emergency contact list is displayed on the notice board situated on the shed near the entrance to the site.

5. Review

This policy will be reviewed annually or after any significant incident.

Date of next review: February 2027

Signed:

Print name

Date

The Tenant

Signed:

Date

Print name

Officer of Fleetwood Town Council

Witnessed by:

Signed:

Date

Print name