	TITLE: HEALTH AND SAFETY STATEMENT AND POLICY		
Document Number: IMCC 02	Version: 1.0	Issue date: January 2026	Review date: January 2029

INTRODUCTION

The IMCC is committed to the health and safety of its members, guests and for all who are involved in our events. Protection of members from injury is a major objective and we are committed to continuing accident-free events. Our Goal is “No One Gets Hurt”. Our philosophy is that the well-being of our club and affiliates are dependent on the health and safety of our members. The committee members of this club promise that every reasonable precaution in all circumstances will be taken for the protection of all members. No event is to be regarded so urgent that time cannot be taken to do it in a safe manner. The welfare of the individual is our greatest concern.

Marshals will be acutely aware for the health and safety of members attending club rallies. Everyone from the Chairperson to new members have the responsibility to ensure a safe and healthy rally. We should all work together to prevent incidents and create a safe environment for everyone.

SCOPE

This policy applies to all IMCC organised events including rallies, meetings and social gatherings.

RESPONSIBILITIES

The Committee – is responsible for overseeing health and safety compliance and reviewing this policy in line with the review parameters.

The Secretary – must maintain a record of any incidents, risk assessments and insurance.

Rally Marshals – are responsible for on-site safety co-ordination and completing all elements of the Rally Marshall Health and Safety Checklist.

Members and Guests – are expected to follow safety instructions given, act responsibly and with due care and report any hazards or incidents to the Rally Marshall or the Club Secretary.


GENERAL HEALTH, SAFETY AND ENVIRONMENTAL RISKS

RISK ASSESSMENT

All activities involve an element of risk. What this statement does is identify significant risks and suggests measures to reduce those risks to an acceptable level. The IMCC will undertake a risk assessment for all events considering vehicle movement and parking safety, fire safety, first aid access and emergency response, weather related risks, accessibility and crowd management.

EMERGENCY CONTACT DETAILS

Each club rally will have a designated rally marshal or safety lead. A site map with emergency exits and assembly points, all local emergency numbers and a first aid contact number will be made available to all members at rallies either with the rally information pack/sheet issued on

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arrival at the rally or displayed at all times throughout the rally on the rally marshal's motorhome. The essential emergency services number is 999, however, directions and/or location must be known by the individual making the call.

FIRE PRECAUTIONS

General Fire Precautions

- Never leave naked flames unattended i.e. heaters, candles or cooking appliances.
- If practicable turn off gas supplies when not in use and always when leaving the motorhome unattended.
- It is the Club's guideline that all motorhomes present at IMCC rallies MUST carry at least one fire extinguisher. Ideally this should be positioned as near to the exit door as possible. This will enable it to be collected on the way in or out to assist in firefighting.

Action in the event of a fire

- Evacuate all people to a safe distance and warn all in close proximity to the fire.
- Call the emergency services at once giving clear directions to all concerned.
- Call any help at hand and ensure that all motorhomes at risk are moved to a safe distance.
- Tackle the fire if safe and competent to do so.
- In no circumstances enter a motorhome while fire or fumes are evident.


Barbecues

Close availability of a fire extinguisher is desirable during and soon after cooking with barbecue coals. Care must be taken when disposing of barbecue coals. Hot coals must be cooled before disposal at appropriate disposal points.

RALLY RESPONSIBILITIES

The Club Secretary will ensure that:

- They obtain and provide to the Rally Co-Ordinator public liability insurance for each individual rally.
- They obtain the completed Rally Marshall Health and Safety Checklist at the end of each rally and file it appropriately.
- They follow the process for managing any complaint received and if there is an incident reported manage this in line with the process and if applicable report this to the insurance company.

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Rally Co-Ordinator will ensure that:

- The rally site is suitable to accommodate the number of motorhomes booked in for that particular rally;
- That adequate space is provided to permit access by emergency vehicles;
- That public liability insurance for each rally is obtained from the Secretary and provided to the Rally Marshal
- That each Rally Marshall is provided with a rally pack
- That they receive all required documentation relating to the rally and ensure that the Membership Secretary receives the attendance list, the Treasurer receives the accounts for the rally and the Club Secretary receives the fully completed Rally Marshal Health and Safety Checklist.


Rally Marshal will ensure that:

- They fully and accurately complete the IMCC rally attendance sheet and rally finance sheet provided in the rally Marshall pack.
- the parking of Members' motorhomes does not unduly interfere with any persons or other organisations in close proximity to the rally location;
- all motorhomes are parked correctly and safely;
- if any vehicle needs to be towed by another vehicle, this activity is supervised and professional help is called if necessary;
- any vehicle parked on a significant slope is chocked to avoid possible slippage;
- parking is carried out so that in no circumstances will a motorhome need to be moved to allow another to depart;
- motorhomes are parked in such a manner that reversing is not necessary for departing;
- They advise those attending the rally about the provision and use of rubbish / waste and segregation bins.
- They advise those attending the rally of a water supply, if provided.
- motorhomes are parked in such a manner ensuring a safe distance is kept between each vehicle. This distance should be 6 metres.
- They fully complete the Rally Marshal health and safety checklist and return this with the rally attendance and rally finance sheets.

FOOD HYGIENE

Organised Functions

Any person preparing unwrapped food for consumption by other Members at Club organised

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events such as coffee mornings, should ensure a high standard of health and safety. They should ensure that:

- All work surfaces used for preparing food must be clean;
- No pets shall be present in the area where food is being prepared;
- Any person preparing food must wear appropriate protective clothing i.e. gloves
- Personal hygiene must be of the highest standard whilst preparing and distributing food

EQUIPMENT

Access Equipment

Any member using a ladder or other equipment to gain access to the upper parts of their motorhome does so entirely at their own risk and should be aware of the possibility of electric cables being above. Gas connections cannot be made to a motorhome unless the owner is present and gives full permission.

ENVIRONMENT

RECYCLE

It is a guideline for IMCC Members to:


- **Recycle** - Deposit items such as cans, bottles and paper at appropriate collection points.
- **Waste Disposal** - All refuse must be placed at the correct disposal points as set out or directed by the rally Marshall. If on the rare occasion provision has not been made, or the disposal point is full, you are required to take your rubbish away with you.
- **Chemical Toilets** - All chemical toilets are to be discharged into the proper disposal points provided in order to protect rivers, streams and watercourses.
- **Grey Water** - All grey water is to be disposed of as directed by the rally marshal.

NOISE

Noise should be kept to a minimum for the comfort of other people attending the rally and local residents. Local residents should be able to carry on with their normal activities when rallies are in progress, any disturbance to them should be addressed by the Rally Marshall.

CHILDREN

Children must be supervised by an adult at all times whilst on the rally. Children are not to be let in or out of a motorhome whilst it is in motion. In no circumstances is a child to be used to direct traffic movement. Children participating in organised games and / or events must be supervised.

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DOMESTIC PETS

Fouling should be cleaned up immediately. All domestic pet owners who attend a rally must pick up their pet's excreta. Any dog that causes a nuisance must be restrained by its owner or the owner shall be asked to remove the dog from the site. Any animal becoming a danger to members, visitors or guests and others will have to be restrained by the owner and removed from site. Dogs should be kept on a lead at all times and managed by a person over 16 years, who is capable of controlling them. Under no circumstances should dogs be exercised on playing pitches.


DANGEROUS DOG BREEDS

In the interest of health and safety and in accordance with S.I. No. 442/1998 – Control of Dogs Regulations 1998, dogs which are classed as a dangerous breed as defined in the Control of Dogs Regulation 1988 at any Rally or event arranged by the Club must be securely muzzled and led by a sufficiently strong leash or chain not exceeding 2 metres in length by a person over the age of sixteen years who is capable of controlling the said dog. XL Bully breeds of dogs are not permitted at IMCC rallies.

These dogs must be kept on the owners pitch on a leash or chain.

The following are specific breeds which are deemed to be restricted, whether original, strained or mixed/cross of them:

- American Pit Bull Terrier
- English or other Bull Terrier
- Staffordshire Bull Terrier
- Bull Mastiff
- Dobermann Pinscher
- Rhodesian Ridgeback
- Rottweiler
- German Shepherd (Alsatian)
- Rhodesian Ridgeback
- Japanese Akita
- Japanese Tosa
- Bandog

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CLUB MEMBER AND GUESTS RESPONSIBILITIES

It is the responsibility of all members to adhere to the club's safety guideline including:

- Co-operating with fellow members and the committee to achieve a safe and healthy environment.
- Follow the Rally Marshal's safety instructions that have been issued.
- To take care to avoid injury to themselves and others.
- Report any accidents or dangerous occurrences to the relevant person immediately
- Members are ultimately responsible for their own behaviour and that of their family members, guests and pets;
- the general safety of their motorhome;
- registering any visitors with the rally steward on or before their arrival;
- briefing their family members, guests or visitors on safety issues involved;
- ensuring that their visitors park correctly and safely;
- complying with speed regulations on the rally.