

# Wandsworth Older People's Forum

## Health & Safety Policy

Wandsworth Older People's Forum exists to be a voice for older people in the Borough. It holds meeting once a month where topics of interest and concern to older people are discussed. Its committee meets once a month and discusses matters of concern and reports of Forum meetings and on consultation meetings attended by the Committee members. It ensures that comments are sent the appropriate authorities when there are matters of concern.

We will ensure that premises used for meetings are easily accessible from bus routes and for access to building and throughout the building.

We will treat all members and visitors to our meetings, of whatever ethnic group or disability, with respect and with dignity.

We will ensure that no one experiences bullying or harassment

We will ensure that the premises we use for meetings are fit for our purpose and have public liability insurance.

We will ensure that equipment is installed safely and that any trailing wires for equipment are safely guarded.

We will ensure that food and drink are served observing food health safety standards.

We will ensure that any complaints made are investigated and replied to with candour.