



HEALTH & SAFETY *Policy*



**BANBURY
MADNI MASJID**

ABU HASSAN HANIF

SAFE GUARDING LEAD



**BANBURY
MAKKAH MASJID**

BASHARAT HUSSAIN

JOINT DEPUTY



YASMIN KADUJI

ADMIN



**BANBURY
AL'AQSA SPIRITUAL CENTRE**

HAJI JAVID MALIK

DEPUTY LEAD

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HEALTH & SAFETY

Introduction

Banbury Madni Masjid is committed to providing a safe, healthy and secure environment for everyone using its facilities. This policy applies to all trustees, staff, volunteers, teachers, children, parents, visitors and contractors. We are committed to complying with relevant UK Health & Safety legislation and recognise that maintaining a safe environment is a shared responsibility.

Purpose

- Protect all individuals from harm or injury.
- Maintain safe and well-managed premises.
- Identify and reduce health and safety risks.
- Promote safe working practices.
- Prevent accidents and incidents.
- Comply with relevant UK legislation.
- Encourage prompt reporting of hazards.
- Continually improve health and safety standards.



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Scope

This policy applies to:

- Mosque premises
- Madrasah activities
- Community programmes
- Educational sessions
- Events and functions
- Trustees
- Staff and volunteers
- Contractors
- Visitors

Roles & Responsibilities

Trustees

- Provide overall health and safety oversight.
- Ensure adequate resources are available.
- Review this policy regularly.

Health & Safety Lead

- Monitor compliance with this policy.
- Conduct inspections and risk assessments.



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HEALTH & SAFETY

- Maintain health and safety records.
- Address identified hazards promptly.

Staff & Volunteers

- Follow all safety procedures.
- Report hazards and incidents immediately.
- Use equipment safely.
- Help protect children, visitors and colleagues.

Visitors

- Follow health and safety instructions.
- Report hazards or concerns immediately.

Risk Assessments

- Carry out regular risk assessments.
- Complete assessments before events and activities.
- Identify hazards and implement suitable controls.
- Record significant findings.
- Review annually or following significant changes or incidents.



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Safe Premises

Banbury Madni Masjid will ensure:

- Clean and tidy facilities.
- Safe entrances, exits and walkways.
- Adequate lighting and ventilation.
- Suitable heating.
- Safe electrical installations.
- Routine maintenance of buildings and equipment.
- Secure storage of equipment and materials.
- Effective prevention of slips and trips.

Fire Safety

- Complete regular fire risk assessments.
- Keep all fire exits clear and accessible.
- Maintain fire alarms and detection systems.
- Service fire extinguishers regularly.
- Display evacuation procedures.
- Conduct periodic fire drills.
- Ensure staff know evacuation routes and assembly points.



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First Aid

- Provide trained First Aiders where appropriate.
- Maintain fully stocked First Aid kits.
- Seek medical assistance when required.
- Inform parents or guardians of injuries involving children.
- Record all accidents requiring First Aid.

Accident & Incident Reporting

- Report accidents and incidents immediately.
- Record details in the Accident Book.
- Investigate incidents where appropriate.
- Report serious incidents under RIDDOR where applicable.
- Implement corrective actions to reduce future risks.

Manual Handling

- Avoid unnecessary manual lifting.
- Use correct lifting techniques.
- Seek assistance for heavy or awkward items.
- Use suitable handling equipment where available.





HEALTH & SAFETY

LAST UPDATED: JULY 2026

Monitoring & Review

Banbury Madni Masjid will:

- Conduct regular health and safety inspections.
- Review this policy annually.
- Update procedures following legislative changes.
- Learn from incidents and implement improvements.

Contact Details

For more information on safeguarding at Banbury Madni Masjid or to report a concern, please contact:

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