



Chimera Climbing Centre

Health & Safety Policy

HSP_0822

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1. SAFETY STATEMENT

- 1.1. The aim of Chimera's safety policy is to ensure that all users can climb and work in a safe and enjoyable environment at all times.
- 1.2. Chimera Climbing provides a facility and tuition that enables individuals to climb both indoors and out, in an environment that minimizes risk.
- 1.3. The Centre aims to provide facilities that are friendly and have numerous challenges for climbers of all ages and abilities.
- 1.4. Chimera Climbing will continually review its Health & Safety arrangements and ensure it meets its legal requirements.
- 1.5. The Centre recognizes that Health & Safety is integral part of its business and will endeavor to always use best practice in its operation.
- 1.6. Chimera Climbing is an Adventurous Activities Licensing Authority (AALA) license holder, authorized by the HSE. As such Chimera Climbing is covered for the provision of instructed climbing sessions in an outdoor crag environment.

2. AIMS

- 2.1. Communicate and document the health and safety arrangements and ensure that these are available to staff and clients alike.
- 2.2. Provide adequate control and management of the associated risks arising from activities held at the climbing Centre and at external locations.
- 2.3. Train all staff in assessing client's competency and needs.
- 2.4. Ensure that all instructional staff are trained in first aid.
- 2.5. Provide and maintain safe equipment.
- 2.6. Aim to prevent accidents and ensure that all accidents are reported correctly.
- 2.7. Maintain safe and healthy working conditions.
- 2.8. Review and revise this policy with the staff as necessary.

3. DESIGN AND CONSTRUCTION

- 3.1. Climbing Structure - Is designed and built to the European standard BS EN 12572-2:2008, artificial climbing structures, protection points, stability requirements and test methods.
- 3.2. The bouldering wall stands between 3.5 - 5 m height vertically from the floor to the highest point.
- 3.3. Fall zones have 2m of matting coverage from the base of the highest point.
- 3.4. 300mm dual-density matting is provided around the Centre, uniformly with minimal gaps or limited inconsistencies within the expected landing area.

4. MAINTENANCE AND INSPECTION

- 4.1. Chimera Climbing Centre is a member of the Association of British Climbing Walls (ABC).
- 4.2. All maintenance, inspection and safety procedures and documentation shall be overseen by the Centre Manager.

5. EQUIPMENT

- 5.1. It is the policy of Chimera Climbing to keep accurate and up to date logs of all PPE (Personal Protective Equipment).
- 5.2. PPE must only be used for the purpose it is intended and used in line with the manufacturer recommendations.
- 5.3. All PPE will be retired in accordance with the manufacturer recommendations, or earlier if deemed necessary.
- 5.4. Damaged or unsatisfactory PPE items should be removed for further inspection and/or made unusable and be disposed of appropriately when considered unsafe.
- 5.5. Once an equipment check is completed, it must be recorded in the appropriate log book as a record of the usage history of that specific piece of equipment.

6. PUBLIC ACCESS

- 6.1. Chimera Climbing Centre has a detailed 'Conditions Of Use' document which makes our users explicitly aware of the criteria for safe use of the climbing facility and the risks and dangers inherent in climbing. This is displayed on the front desk of each Centre and is presented to all participants as an integral part of their registration.

7. FIRST AID

7.1. There will always be a trained First Aider on site.

8. REGISTRATION FORMS

8.1. All participants and non-climbing supervisors must register on their first visit to the Chimera Climbing Centre.

8.2. All registration forms (digital or hard copies) whether adult, junior, novice, group or guest, contain the statement:

Chimera Climbing is an Associate Member of the British Mountaineering Council and fully endorses the BMC participation statement:

'The BMC recognises that climbing and mountaineering are activities with a danger of personal injury or death. Participants in these activities should be aware of and accept these risks and be responsible for their own actions'

8.3. Registration forms (digital or hard copies) include a positive written response stating that the user has read and understood the statement and conditions of use of our Centre.

8.4. Registration forms (digital or hard copies) include a written statement of fact whereby the user confirms the details they have provided are correct.

8.5. Registration forms (digital or hard copies) include a written statement of fitness whereby the user confirms there is no physical reason why they should not participate.

9. ADULTS

9.1. Adults shall be registered after they have:

9.1.1. Given their name, age and address.

9.1.2. Given a positive written response to the minimum requirements of the Centre.

9.1.3. Given written assent to the 'Conditions of use' document.

9.1.4. Signed an acknowledgement form which outlines the dangers of climbing.

9.1.5. Demonstrated they are familiar with and understand the rules of the Centre and does not require instruction.

9.2. Assuming a customer has answered positively to these questions then they will be allowed to climb unsupervised within the climbing wall.

10. UNSUPERVISED CLIMBING FOR 12 - 18 YEAR OLDS

- 10.1. Young persons shall be registered and allowed to use the Centre unsupervised only after they have:
 - 10.1.1. A completed consent form by their parent or guardian (digital or hard copies).
 - 10.1.2. Successfully demonstrated their proficiency in safe climbing techniques to a climbing instructor or competent member of staff.
 - 10.1.3. The registration form points out that the ability of the young person to climb on an indoor climbing wall does not imply they will be competent to climb in any natural rock environment.
 - 10.1.4. For 14- and 15-year-olds, parents or guardians should visit the Centre before junior membership will be issued, the young person will be allowed to use the centre completely unsupervised.
 - 10.1.5. Have passed an unsupervised climbing assessment with a suitable instructor.

11. SUPERVISED CLIMBING FOR UNDER 18 YEARS OLDS & NOVICE CLIMBERS

- 11.1. Young people under 18 are only permitted to climb when constantly supervised by a responsible adult who has read and understood the Rules & Conditions of Use.
- 11.2. A novice is a user unable to satisfy our minimum requirements to use the centre unsupervised.
- 11.3. Novice climbers must be constantly supervised by an adult (18-yrs and over) who has been made aware of the rules of the centre and understands the conditions of use.
- 11.4. A responsible person can supervise up to 2 novice guests (the supervising adult does not require a recognised climbing instructional qualification).
- 11.5. When being signed in, novices are to be advised by the supervisor of the risks of climbing and to be made aware of the participation statement that climbing is a dangerous sport carrying risk of personal injury or death.
- 11.6. Centre Staff will ensure that supervisors have been informed to pass on all relevant safety information to the novice climbers for which they are responsible.
- 11.7. When there are more than 2 novices within a group, they should be

actively supervised by a qualified climbing instructor.

- 11.8. Chimera Climbing shall keep a register of climbing instructors including a copy of their relevant instructor qualifications e.g. CWI, RCI, MIA/MIC or in-house training. Qualifications can be checked with the MLTB (Mountain Leader Training Board) if necessary.

12. THE TEACHING OF CLIMBING WITHIN SUPERVISED GROUPS INDOORS

- 12.1. The teaching of climbing must only be carried out by suitably experienced or qualified instructors with a DBS check.
- 12.2. For the teaching of indoor climbing at the Chimera Climbing Centre, all instructors must have a valid 16-hour First Aid qualification in addition to one or more of the following:
- 12.2.1. Hold either the MLTUK Rock Climbing Instructor (RCI); Climbing Wall Instructor (CWI).
- 12.2.2. Have attended Chimera's site-specific course of training and assessment which covers the teaching of climbing at Chimera Climbing Centre. The provision of this course must be monitored by a suitably experienced selected instructor. Only once one has passed their training induction will they be allowed to instruct unsupervised.
- 12.2.3. All new instructors must undergo the relevant Chimera induction before teaching indoors and outdoors.

13. TUITION RATIOS

- 13.1. The standard operational ratio for both indoor and outdoor tuition is 1:6, although if necessary, the maximum student-instructor ratio may be extended to 1:12 (this would apply to indoor tuition only).

14. THE TEACHING OF OUTDOOR SINGLE-PITCH TOP-ROPE ROCK CLIMBING & BOULDERING WITHIN SUPERVISED GROUPS

- 14.1. The teaching of rock climbing & bouldering in an outdoor crag environment must only be carried out by suitably experienced and qualified instructors with a DBS check.
- 14.2. For the teaching of outdoor rock climbing or bouldering on a single-pitch crag, all instructors must have a valid 16-hour Climbing-Specific First Aid qualification in addition to BOTH of the following:
- 14.2.1. Hold either the MLTUK Single Pitch Award (SPA) / Rock Climbing

Instructor (RCI) or higher, OR a valid Kent County Council - Southern Sandstone Leader Award (SSLA).

- 14.2.2. Have attended a site-specific additional course of training and assessment which covers the teaching of climbing in an outdoor single-pitch environment. The provision of this course must be monitored by a nominated suitably experienced and qualified instructor.

15. LONE WORKING POLICY & LATE BACK PROCEDURE

- 15.1. Prior to the commencement of an outdoor rock-climbing session, the Chimera Climbing instructor must notify another member of staff and inform them of their session time, duration and expected return.
- 15.2. Instructors are expected to log in to the digital staff management platform at the start of each session and log out at the end.
- 15.3. On the completion of a session, the instructor is to notify the same member of staff that the session has ended, and that they have returned safely.
- 15.4. In the event that an instructor fails to contact the agreed member of staff by the stipulated time, Chimera Climbing will notify the authorities and implement a search.

16. INSTRUCTOR AUTHORITY

- 16.1. Chimera Climbing will always back an instructor's decision to end an activity due to a point of safety.
- 16.2. The safe running of any session is the responsibility of the instructor in charge.
- 16.3. Instructors must exclude any client whose behavior or actions are endangering themselves or others (Chimera Climbing will fully reimburse the participant if necessary).

17. PARTICIPANT INVOLVEMENT

- 17.1. Instructors must always make each participant in their group understand that, if they have a condition or injury that may be affected by a particular activity on the course, that they must inform the instructor and not take part in that element.

18. DUTY OF CARE

- 18.1. The duty of care commences when the instructor meets the group or individual and ends when the equipment has been returned or the session is agreed to have ended. In some circumstances, the duty of care may formally be handed back to a responsible person if previously arranged.

19. MONITORING

- 19.1. Appropriately trained staff shall actively monitor the Centre periodically during opening hours with floor-walking, looking for breaches of the 'Conditions of use' and any other actions by users adversely affecting the safety of themselves or others, and shall take appropriate action where necessary.
- 19.2. All instructors (freelance or otherwise) teaching under the banner of 'Chimera Climbing Centre' will ensure that participants adhere to the Centre rules and conditions of use.

20. EMERGENCY PROCEDURES

- 20.1. The Chimera Climbing Centre accident reporting procedure complies with the requirements of the Reporting of Injuries, Disease and Dangerous Occurrences Regulations 1995.
- 20.2. Whenever an accident occurs to any person in the Centre or during our outdoor sessions, an Incident Report Form should be completed as soon as possible. If the accident or incident is potentially serious a senior member of staff must be notified as soon as possible.
- 20.3. All incidents must be brought to the attention of the management, and an investigation will be conducted if necessary. The objective of an investigation will be to establish the circumstances of the accident, not to apportion blame. This may include seeking statements from witnesses to the accident and preparing reports in conjunction with the department.
- 20.4. The Accident Report form should be completed as soon as possible after the accident giving all relevant detail.
- 20.5. Serious injuries will be reported to RIDDOR, but only if deemed necessary by the Centre Manager.

21. DANGEROUS OCCURRENCE PROCEDURES

- 21.1. A dangerous occurrence can be defined as a “near miss” or more correctly a “near hit” where the incident has the potential to cause serious personal injury, has caused property damage or has the potential to cause property damage. It is important that equipment or objects relating to the incident must be left in situ at the time of the incident unless it would be unsafe to do so. The investigative and reporting procedure is exactly the same as for accidents.

22. FIRE

- 22.1. On discovering a fire, or the fire alarm sounding, evacuate the building from the nearest fire door:
- 22.1.1. Main Entrance to the Chimera Climbing Centre by reception, assemble at the front of the building by the main entrance.
 - 22.1.2. Fire Exit at the rear of the building.
- 22.2. Only tackle a fire if blocking your only means of egress.
- 22.3. On evacuating the building act calmly and quietly to avoid alarming/scaring anyone.
- 22.4. Take care on the stairs.
- 22.5. Do not rush anyone as this may result in unnecessary accidents.
- 22.6. Try to provide reassurance.
- 22.7. Check areas are clear if safe while directing people out.
- 22.8. Do not enter the building until informed it is safe to do so by the Fire Brigade or The Chimera Climbing Centre manager.
- 22.9. Fire exits and evacuation routes have the correct signs and exit signs.
- 22.10. All fire exits are checked for safe opening on a regular basis.
- 22.11. Staff must be fully briefed on the evacuation procedures and the correct use of fire-fighting equipment.

23. GENERAL CONDITIONS

- 23.1. At all times Chimera Climbing Centre operates within the existing statutory obligations.

- 23.2. Chimera Climbing is certificated with current Public Liability and Employers Liability insurance.
- 23.3. All of our subcontractors comply with the operational and safety procedures of the Centre, and any statutory obligations.

24. RISK ASSESSMENTS

- 24.1. Detailed risk assessments are carried out to evaluate potential accidents that could occur. Risk assessments take into account all aspects which could have a potential for an accident to occur. Such as environment, group size; equipment used; needs of the customer; degree of training in staff; weather conditions and dangers of the activity.

25. HEALTH & SAFETY AT WORK ACT 1974

General Duties Section 2:

- 1) It shall be the duty of every employer to ensure, so far as is reasonably practicable, the health, safety and welfare of all the employees.

Section 3:

- 1) It shall be the duty of every employer to conduct his undertaking in such a way as to ensure, so far as is reasonably practicable, that persons not in his employment who may be affected thereby are not exposed to risks to their health and safety.
- 2) It shall be the duty of every self-employed person to conduct his undertaking in such a way as to ensure, so far as is reasonably practicable that he and other persons (not being his employees) who may be affected thereby are not exposed to risks to their health and safety.

Section 7: - It shall be the duty of every employee while at work-

- 1) To take reasonable care for the health and safety of himself and other persons who may be affected by his acts or omissions at work.
- 2) As regards any duty or requirement imposed on his employer or any other person by or under any of the relevant statutory provisions, to co-operate with him so far as is necessary to enable that duty or requirement to be performed or complied with.

26. SOURCES

- 1. Chimera Climbing Safety Policy 2018
- 2. Chimera Risk Assessment 2018
- 3. ABC Guidelines 2014,
- 4. Health and Safety Act 1974

