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Nant Gwrtheyrn

**LEARN WELSH NANT GWRTHEYRN HEALTH AND SAFETY POLICY
(2025)**

IN ACCORDANCE WITH THE HEALTH AND SAFETY ACT 1974



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1. RESPONSIBILITIES AT NANT GWRTHEYRN

1. **Siwan Tomos (Chief Executive)** has responsibility for all aspects of Health and Safety at Nant Gwrtheyrn.

2. The following have responsibility for security in specific areas:

Llinos Pritchard	Office / Site
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llety@nantgwrtheyrn.org	
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Shan Banfield	Catering
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arlwyo@nantgwrtheyrn.org	
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Lester Hughes	
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post@nantgwrtheyrn.org	Maintenance
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Mared Grug Llywelyn	Educational activities
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mared@nantgwrtheyrn.org	
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2. FIRE

The best way to fight a fire is to take necessary measures to avoid a fire starting in the first place. To this end:

- Smoking is not permitted on site unless in designated areas which are clearly signed.
- Rubbish will be cleared regularly and the rubbish and recycling bins (especially bins with a lot of paper) will also be cleared regularly.
- All fire escapes will be kept clear.
- The fire alarms are tested weekly, usually on Wednesday afternoons when there are no students on site. It's noted in the Welcome Meeting if a fire drill is scheduled during the week in question or not.
- Nant Gwrtheyrn staff will conduct a Fire Drill annually.

The fire alarm is a combination of an alarm sound and a whistle sound.

When the alarm and / or the whistle is heard, you should gather in Cae Canol, the field located between Trem y Mynydd and Trem y Môr, and a member of staff will do the register to ensure that everyone is accounted for.

Fire door locations:

- Caffi Meinir / Y Neuadd - There are two fire doors in the kitchen; one leading out through the back door to the Car Park and the second door leading to the Dining Room. When in the Dining Room, the door that goes out towards the sea can be used, or the door that is used as the main entrance.
- The Plas - There are two fire doors in the Plas; one door leading from the downstairs classroom to the lawn facing the sea and one door near the toilets on the ground floor.
- The Chapel – You can go out through the main entrance or through the glass doors at the far end of the Chapel.

The 'Sgubor - It is ensured that all doors in the 'Sgubor are open while students are present there but in addition to that the two doors facing each other are fire doors.

- The Accommodation - Each house on Trem y Môr (the terrace that's facing the sea) has two doors - the main entrance towards Cae Canol (middle field) and a back door and they're fire doors. All the front doors on Trem y Mynydd (the terrace that's facing the mountain) are fire doors.

Fire Extinguishers

- There's a file in the office noting where all the fire extinguishers on site are located.

TELEPHONE NUMBERS:

Emergency 999

Main Office 01758 750 334

3. FIRST AID

Nant Gwrtheyrn is committed to providing qualified people with the appropriate qualifications in accordance with the requirements of the Health and Safety (First Aid) Regulations 1981, and a recognised code of practice.

In the event of an accident, the details of the accident together with any evidence will be recorded.

First Aid equipment is located at:

The Office / Reception

The Chapel (A defibrillator is fitted to the outer wall of the Chapel)

Y Plas

The Café

TELEPHONE NUMBERS:

Emergency 999

Ysbyty Gwynedd (Hospital) 01248 384384

PLEASE NOTE THAT WE ARE LOCATED IN AN AREA WITH A WEAK PHONE SIGNAL. USE WI-FI CALLING ON YOUR MOBILE PHONES OR GO TO RECEPTION TO USE THE LANDLINE.

4. ILLNESS AND SPECIAL REQUIREMENTS

If you experience an illness on site during your visit, inform a member of staff immediately.

We expect all our visitors, including students on residential courses, to comply with any public health restrictions that will be in force during their visit.

If a student has any special requirements, members of the Education Department should be informed before they arrive on site. This may include accessibility needs, additional learning needs and dietary needs.

Main contact: Mared Grug Llywelyn, Education Manager – mared@nantgwrtheyrn.org

A 'Details in an Emergency' file is located in the main Education office. This file contains a list of everyone who is on the course for the week in question, which room they are staying in, their car details if they have one on site as well as their emergency contact and any needs they have.

5. SAFETY ON THE SITE

All students should complete an 'Emergency Details' form during the Welcome Meeting, ensuring that the form is collected by an appropriate member of staff at the end of the meeting.

The Nant is a rural and secluded location, so caution should be taken when walking around the site, keeping clear of any areas that have been identified as being dangerous. Appropriate clothing should be worn for visiting a rural site. The site can be dark at night and although there is light around the site care should be taken and a flashlight used where possible.

All students who are on a residential course should inform another student, the tutor or a member of staff of the Education Department if they are going off site during their time here - especially so if they want to wander the nearby paths.

If a student decides of their own accord that they want to go swimming during their time on a course, the student is advised to take someone with them and to be careful. Their attention is drawn to the fact that the sea gets deep here quickly and that the Nant is also a former industrial site and therefore there can be dangerous objects in the water.

All students will be informed at the Welcome Meeting about the lack of phone signal and advised to connect with the Wi-Fi connection. It is also noted that there is a landline that can be used in reception. The locations of the defibrillator and first aid boxes are noted as well as the arrangements below in an emergency:

EMERGENCY ON SITE

09:00 – 17:00: Contact a member of staff by coming to Reception

17:00 – 22:00: Make contact with the caretaker on duty by using the walkie talkie in Reception, or if the caretaker is not working, a telephone number (for a designated member of staff) that has been left in reception.

22:00 – 08:00: Make contact with the night caretaker on duty by using the walkie talkie in Reception, or if the caretaker is not working, a telephone number (for a designated member of staff) that has been left in reception.

In an emergency you should also call 999 **straight away**.

All students are advised to switch off 'data roaming' during their stay at the Nant as mobile phones can pick up mobile signal from Ireland.