



DOCUMENT NAME	DATE UPDATED	UPDATES MADE
POLICIES		
Lone worker policy (edited version)	2 nd September 2019	File Name change to Lone_worker_policy
13.3.R5 Lone worker policy	2 nd September 2019	File name change to Lone_worker_policy_summary_pcc Changes to Personnel reflected
13.3.R1 Example Health and Safety Policy	2 nd September 2019	File Name of policy changed to Health_&_Safety_Policy_foodbank "Ashby" added to make this specific to Ashby foodbank
13.3.R1 Example Health and Safety policy	2 nd September 2019	File Name of policy changed to Health_&_Safety_Policy_Pcc
data protection policy	2 nd September 2019	None
13.6.R1 Template equal opportunities policy	2 nd September 2019	File Name changed to Equal_opportunities_policy
13.5.R1 Template_safeguarding_policy	2 nd September 2019	File Name change to Safeguarding_Policy_detailed
Safeguarding policy	2 nd September 2019	None
ROLE AND STRUCTURE DOCUMENTS		
2017_12_29 Foodbank role Descriptions	2 nd September 2019	Role description of Measham Duty manager added
2017_12_19-Structure to accompany roles	2 nd September 2019	File Name of policy changed to 2019_02_09_Structure to accompany role Contents updated to reflect current steering group structure and personnel
RISK MANAGEMENT DOCUMENTS		
13.3.R10 Use of vehicle risk assessment	2 nd September 2019	None – This risk assessment is not relevant to Ashby as we do not have a foodbank van
13.3.R11 adults with care support needs and young people risk assessment	2 nd September 2019	None
13.3.R12 fire hazards risk	2 nd September	Dates of recent fire drills added

assessment	2019	
13.3.R13 theft risk assessment	2 nd September 2019	One line referring to foodbank van changed to vehicle and another removed
13.3.R14 Hazardous substances risk assessment	2 nd September 2019	None
13.3.R15 Cookery course risk assessment	2 nd September 2019	None - This risk assessment is not relevant to Ashby as we do not run cookery courses
13.3.R16 Supermarket collections risk assessment	2 nd September 2019	Changes to personnel and dates noted
13.3.R17 Lone working risk assessment	2 nd September 2019	None
13.3.R18 safeguarding risk assessment	2 nd September 2019	None
13.3.R19 Sustainability risk assessment	2 nd September 2019	None
13.3.R4 Food hygiene risk assessment	2 nd September 2019	None
13.3.R6 Slips and trips risk assessment	2 nd September 2019	None
13.3.R7 Working at height risk assessment	2 nd September 2019	Changes to Personnel reflected
13.3.R8 Manual Handling risk assessment	2 nd September 2019	None
13.3.R9 First Aid risk assessment	2 nd September 2019	Date of first aid course added
DOCUMENTS TO BE REMOVED		
Risk_1-15 Copy_risk_kitchen06	2 nd September 2019	Salient points amalgamated into the Ashby food bank risk assessments – these documents (Risk1_15) are no longer required
Policies (as amended) presented to Holy Trinity PCC for ratification by Ashby Foodbank Project management team		
Approved (Date)		
Signed (Chair)		