



SAINT MARY BOY SCOUT TROOP 721

**Saint Mary Church
70 Gulf Street
Milford, CT 06460**



DUTIES OF THE TROOP 721 UNIT HEALTH & SAFETY OFFICER

At Troop 721, we provide a safe and secure program for all Scouts and Adults to enjoy at all times.

Our Unit Health and Safety Officer shall have the responsibility to be sure that all Scouts and Adults involved in any of the Unit's activities understand and follow the policies of the Boy Scouts of America at all times. Below is a list of some of the major responsibilities that the "Troop 721 Unit Health and Safety Officer" should be required to be sure the unit follows when conducting its' activities:

- 1) All Leaders shall have access to a current copy of the "BSA Safe Guidelines to Scouting". The unit website will always have a current copy on it so that every Adult and Scout can see and have access to this very important document at all times. Unit Leaders shall be trained in accordance to BSA policy.
- 2) The Unit Health and Safety Officer shall be sure that All Scouts and Adults taking part in all program have a current BSA Health Form on file with the unit and it is updated annually.
- 3) The Unit Health and Safety Officer will be sure that all recorded drivers for the unit have read and have agreed to the "BSA Drivers Pledge". The Health and Safety Officer shall be required to remind all drivers of BSA policies regarding the transportation of all Youth to or from events. He/She shall also remind all drivers of pickup trucks that NO Scout shall ever be allowed to ride in the back of any open truck or trailer. Also he/she shall remind all drivers that everyone in a vehicle must have and wear an approved seat belt at all times.
- 4) The Unit Health and Safety Officer will be sure that at least 50% of the units registered Leaders continue to take the units offered "CPR & First Aid Courses and Renewals" when offered. Presently as of June 2006 almost 95% of the Adult Leadership is Trained and Certified. Almost 80% of the Troops Scouts are currently CPR Trained and certified in both CPR and First Aid. Over 50% of the Scouts have First Aid and Emergency Preparedness Merit badge as of October 2006.
- 5) The Units Health and Safety Officer shall be sure that when ever the Unit is planning a program or outing that all necessary tour, travel and/or Fundraising permits have been filed as required.
- 6) The Unit Health and Safety Officer shall be responsible to be sure that all registered leaders and Committee Members have completed BSA Youth Protection Training and re-certifications as required by the BSA. Currently all registered active Leaders/Committee members of the Unit have completed BSA Youth Protection Training and at a minimum BSA Adult Leader fast Start Training. The Unit Health and Safety Officer shall be sure that all Unit Leadership understand and agree to abide by the BSA Youth Protection Policy of "Two-Deep Leadership" at all times, when conducting any and all of the Units activities.
- 7) The Unit Health and Safety Officer shall be sure that the all Youth Members and their parents have the opportunity to attend and view the required BSA Youth Protection Video Program- "A Time to Tell", that are conducted by the Troop. Proper pre- notification to parents will be given in advance of these programs.
- 8) The Unit Health and Safety Officer shall be sure that the Units meeting place: Saint Mary School, is inspected by members of the Unit Leadership at least twice a year to be sure it is free from all obvious hazards that may effect the safe operation of the Units programs or activities.
- 9) The Health and Safety Officer shall be sure that the Units First Aid kits are properly stocked and up to date at all times. At each outdoor outing, the Leader in charge shall do a quick inspection of

10) same, prior to the event to be sure it has the required supplies needed for the activity.

The Leader will also be instructed to be sure this kit is always on site of the activity and everyone knows where it is at all times.

11) The Unit Health & Safety Officer should be familiar with the BSA **Health and Safety Guide** #33415B, and use this as a guide to the safe operation of the unit.

12) The Unit Health and Safety Officer shall be sure that whenever any type of Water Activity is planned by the unit, that the Leadership planning on conducting the activity has completed the BSA Safe Swim Defense and Safety Afloat Training programs. These may now be conducted on line by the Leader and a copy of the certification should be forwarded to the Unit Leadership records and the Council office for proper recording.

13) The Unit Health and Safety Officer should have the current issues of the BSA Tours & Expeditions publication # 33737C as well as the current "Health & Safety Guide- Publication #34415B as stated above. He/She should use these booklets as the guide to conducting a safe troop program at all times.

14) The Unit Health and Safety Officer shall inspect the Units Two Trailers at least twice a year to ensure that they are in operational order and properly registered for safe operation. He/She shall also be sure that any Adult that will be pulling either of the Units trailers with their person vehicle understands the risks and responsibilities involved.

15) The Health & Safety Officer shall be sure that the units Emergency Preparedness Policy Procedures are adhered to in the event of an Emergency situation, or to respond to the call for public assistance. The unit continues to train for Emergency Preparedness duties.

16) The Health and Safety officer shall be responsible to be sure that all of the Units equipment and gear are inspected at least twice a year by members of the Adult Leadership core and Senior Junior Leaders, to be sure that the equipment is in safe operational order. All Propane appliances and back packing liquid fuel appliances shall be inspected and tested more often, based on use.

Presently the Scoutmaster of Troop 721, Robert Scukas serves at the Units Health and Safety Officer.

The Unit Committee shall have the authority to amend these policies and procedures at anytime. A Copy of this document shall be posted on the Units Website.