JAMES L. McKEOWN
BOYS & GIRLS CLUB
OF WOBURN

Child & Club Safety Policy Statement

Implementing a Safety Management System: Our Layers of Safety Protection

At James L. McKeown Boys & Girls Club of Woburn, safety is foundational to everything we do. We strive to create safe places where youth and staff thrive, and we are committed to maintaining a safe and healthy environment at all times.

To ensure the safety of our operations and services, we are committed to a safety management system to identify, assess, and mitigate risks and to continuously improve our safety performance. This requires our unyielding commitment to the following principles:

- Promoting the concept that safety is a core value and precondition to operation.
- Enabling proactive identification, assessment, and mitigation of risks associated with our activities, programs, and services.
- Fostering a positive safety culture through behavioral norms, expectations, and “unwritten rules.”
- Prioritizing the safety and health of all individuals involved in our operations and affected stakeholders.
- Conducting risk assessments on a regular basis to proactively address risks and minimize the likelihood and severity of incidents.
- Complying with all applicable laws, regulations, and standards, including the Movement’s membership requirements.
- Actively encouraging the reporting of incidents, near misses, and other safety concerns without fear of reprisal.
- Promoting safety awareness through open, regular communication and engagement initiatives.
- Providing comprehensive training to employees, volunteers, and other stakeholders to ensure they are equipped with the knowledge and skills necessary to perform their tasks safely.
- Allocating sufficient resources (people, processes, tools, and training) to support this safety policy.
- Integrating safety into all aspects of our business planning and decision-making processes.
- Ensuring all employees understand that we all have a daily obligation to pursue safety, quality and compliance as described in this safety policy.

Review and Revision:

This Child & Club Safety policy will be reviewed annually to ensure its continued effectiveness and relevance. It may be revised as necessary to reflect changes in regulations, industry standards, and organizational requirements.

Approved & endorsed unanimously by the McKeown Boys & Girls Club of Woburn’s Board of Directors on November 13, 2024.