
Policy: Risk Management Plan

Adopted by Board of Park Commissioners: September 2022

Risk management is the responsibility of all BPRYCS employees. BPRYCS will make reasonable efforts to ensure that all parks and recreational facilities owned or managed by the City of Bristol and all recreation programs offered by or through BPRYCS are safe and legally compliant, and are maintained for safe and healthy working conditions by following standardized practices designed to safeguard employees and citizens. A formal *Risk Management Plan*, adopted in September 2022, guides department staff. The elements of the plan include:

- Supervisor Responsibilities
- City of Bristol Safety Committee
- Facility Security
- Employee Responsibilities for Safety and Risk Management
- Safety Risk Management and Public Relations
- Response to Problems and Emergencies
- Emergency Operations
- Response to Accidents and Injuries
- Contact Information for Emergencies

BPRYCS personnel will adhere to the *Risk Management Plan* designed to minimize hazards that can result in personal injury, property damage or financial loss. The department will utilize the following means of implementation:

- A minimum of (1) full time staff member will regularly participate on the City Safety Committee
- Consult with the City's Emergency Management Coordinator and Corporation Counsel in specific areas related to the department programs, parks and facilities as needed
- Evaluate and update the *Risk Management Plan* annually, or as needed
- Provide staff with ongoing training programs that emphasize safety in the work place
- Maintain safety inspection procedures for parks, facilities, and equipment

As a department of the City of Bristol, BPRYCS is governed by city codes and city-wide policies including forms and training materials provided by the Human Resources Department.

(Source: Risk Management Plan available at www.bristolrec.com).