

## 1.0 Procedure brief & purpose

- 1.1 Multiply Movement Homes Procedure refers to the meeting of members of Multiply Movement in homes.
- 1.2 This Procedure only includes meetings that are promoted by Multiply Movement and not those that are organised privately by individual Multiply Movement members between themselves.
- 1.3 The purpose of this Procedure is to ensure that where reasonably possible steps are taken to ensure people are safe when meeting in Multiply Movement Homes.
- 1.4 Multiply Movement understand that even in the safest environments, accidents can occur. This Procedure is about minimising the likelihood of accidents where possible and eliminating the potential for serious bodily harm.

## 2.0 Scope

- 2.1 This Procedure is for the owners or renters for the property in which Multiply Movement Homes meetings occur.
- 2.2 Multiply Movement Homes meetings include Sunday home church, prayer meetings and worship gatherings in homes.
- 2.3 Only meetings advertised on the Multiply Movement Facebook Page, Website, by public announcement at another Multiply Movement event or by written invitation from Multiply Movement recognised leaders is deemed to be a Multiply Movement promoted meeting.

## 3.0 Procedure elements

# Meeting In Homes Procedure



3.1 Multiply Movement will provide informal health and safety training to anyone wanting to host Multiply Movement Homes.

3.2 Multiply Movement homes will need to re-submit their Area Hazard checklist every 12 months.

3.3 Homeowners/renters will take all reasonable action to:

3.3.1 assess their house is safe using the Area Hazard Assessment form. This is particularly pertinent if children will be in attendance.

3.3.2 have access to a well stocked first aid kit.

3.3.3 where possible have at least one person trained in first aid in attendance.

3.3.4 have pre identified a plan for evacuation

3.3.5 have working fire alarms.

3.3.6 familiarise themselves with the

3.3.6.1 Health and Safety Policy

3.3.6.2 Health and Safety Procedure

3.3.6.3 Incident Report

3.3.6.4 Risk Management Policy

3.3.6.5 Risk Management Procedure

3.3.6.6 Emergency Response Procedure

3.3.6.7 Fire and Evacuation Checklist

## 4 Disciplinary Consequences

4.1 Failure to adhere to this Procedure will result in the home being deemed unsafe to meet in until such time as compliance is obtained.

## 5.0 Signing

# Meeting In Homes Procedure



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This Policy was adopted on the 30th September 2022 by the Multiply Movement Church Board.

Signed Rachel McInnes

A handwritten signature in black ink that reads 'Rachel McInnes'.

Multiply Movement Board Director

Review Date 30 September 2024