

St Albans City Youth Football Club

Health & Safety Policy

Purpose:

St Albans City Youth FC encourages active sport participation and encourages everyone to take part to enjoy a healthy lifestyle.

There are two different and fundamental aspects to our Health & Safety Policy. Firstly, to consider the wellbeing of the people who are participating in sport through the club and its community activities, and secondly, for employees and volunteers. This policy seeks to embrace both aspects.

Our fundamental principal is that the health, wellbeing and safety of everyone is of paramount concern, and the guiding purpose of this policy is to prevent accidents and manage health and safety risks.

For our players, we recommend levels of training dependent upon age and ability, and expect them to participate within these guidelines.

For our employees and volunteers, we wish to ensure safe and healthy working conditions, and provide any appropriate training to ensure they are able to undertake the roles they have within the club.

It is also the equal responsibility of all employees and volunteers to take all reasonable steps to care for their own health and safety at all times, to familiarise themselves and comply with the club's health and safety procedures, and to report any situation which they believe may pose a threat to the wellbeing of themselves or any other person.

If an employee, self-employed coach or volunteer is unsure how to go about their tasks safely, then they should raise their concern with their Line Manager or Head of Football Section.

Policy Principles:

To support this Health & Safety Policy, St Albans City Youth FC is committed to providing a safe environment for club activities to take place.

We will provide access to adequate first aid facilities, provide first aider training to employees and volunteers at all times, and provide appropriate first aid equipment at our club locations together with training on the use of that equipment.

We will carry out risk assessments for all significant club events, such as a five a small sided tournament or a club social event, to ensure that all possible risks are considered, potential risk mitigation actions are identified, and owners assigned to manage those risks.

We will report and record any injuries or accidents sustained during any club activity, which should be done using the club's reporting process.

We will maintain all equipment to a safe and usable standard, and will repair or replace any equipment that we know of, or that has been reported to us as faulty or unsafe.

We may consider taking disciplinary action against any individual who knowingly fails to comply with their obligations under this health and safety policy.

Policy Requirements:

All club members must:

- Take reasonable care for their own health and safety, and for the health and safety of others under their care or who may be affected by their actions.
- Complete all required first aid and health and safety training as required by the club.
- Familiarise themselves with the use and operation of all of the equipment provided to them by the club.
- Take all reasonable steps to ensure that any equipment that they need to use as part of their role is in good working order and properly maintained. Where they are unable to do so, they must report the item of equipment as faulty to either their Line Manager, appropriate Section Head of Football or partner venue management, and must not use that faulty equipment until it has been repaired or replaced.
- If working with one of our community partners or schools, they must familiarise themselves and comply with the Health & Safety procedures in place at those partner or school sites.
- Familiarise themselves, and comply with, any emergency procedures and evacuation procedures in place at the venues in which they are undertaking club activities.

Guidelines for dealing with an incident/accident:

- Above all, remain calm but act swiftly to assess the situation.
- Listen to what the injured person is saying to help assess what needs to be done
- Alert the nominated first aider who should take appropriate action for any minor injuries in line with what they have been trained to do
- In the event of an injury requiring specialist treatment, call the emergency services
- Delegate authority to another responsible individual, if possible, to deal with the rest of the group and ensure that they are adequately supervised
- **Do not move anyone with major injuries. Keep them warm and as comfortable as possible and wait for the emergency medical professionals to arrive and deal with the situation**
- Contact the injured person's parent or carer
- Complete an incident/accident report form

