

# **MANSFIELD HARRIERS AND ATHLETIC CLUB**

## **HEALTH AND SAFETY POLICY**

### **STATEMENT OF GENERAL POLICY**

This policy deals with those aspects over which the club has control and covers safety associated with use of facilities and equipment used by the club, it's members and others involved with club activities.

### **PURPOSE**

The aim of the policy is to ensure that reasonable practical steps are taken to ensure the health, safety and welfare of all persons engaged in activities associated with the club.

### **RESPONSIBILITIES**

#### **The club committee will**

- Recognise their responsibilities under the Health and Safety at Work Act 1972 as far as is reasonably practicable to.
  - Promote the development of sound safety, health and welfare practices
  - Implement and monitor operational policies and arrangements which are of good practice and meet UKA requirements
- Decide policy
- Give strategic guidance
- Provide resources to implement the policy

**The Chairman** will have overall responsibility for all aspects of Health and Safety within the club.

#### **The Secretary** will be responsible for

- Maintaining all operational policies and arrangements documentation
- Booking of First Aid cover for all matches and fixtures
- All policies and arrangements being made known to members
- Reviewing all operational policies and arrangements on an annual basis
- Ensuring that Risk Assessments are carried out for fixtures and home matches
- Maintenance of a Risk Assessment of the site and facilities
- Provision of adequate fire and safety equipment
- Provision and maintenance of First Aid equipment
- Maintaining an accident and serious incident log record
- Reporting any Healthy and Safety issues to the club committee

**The Catering Co-ordinator** will be responsible for all health and safety issues associated with the café and provision of catering by the club.

**The Welfare Officer** will be responsible for implementation of the club's Child Protection and Welfare Policy

**The Officials Co-ordinator** will be responsible for ensuring that all equipment used by the club meets UKA standards.

**Coaches** will be responsible for ensuring that training sessions are carried out in a safe environment in accordance with UKA standards

## **ARRANGEMENTS**

The club has prepared a number of operational policies and procedures that fully meet the National Governing Bodies 'ClubMark' accreditation scheme. It is within this framework that the club will operate its health and safety responsibilities and activities.

Policies and arrangements include

- Provision for Insurance liability
- CRB checks on all coaches and volunteers
- Coaches protocols and code of practice
- Child Protection and Welfare Policy
- First Aid provision
- Risk Assessments
- Procedures for dealing with serious injuries/accidents
- Information on young athletes contact details and medical conditions
- Emergency contact details

## **REVIEW OF POLICY**

This policy will be reviewed on an annual basis and amended as required to reflect changes.