



Health and Safety Policy

1. Responsibilities

- **Directors/Management:** Overall responsibility for health and safety; review and approve risk assessments; ensure training and resources are provided.
- **Lead Staff:** Prepare session-specific risk assessments, emergency procedures, and brief assistants; ensure adherence to safety protocols.
- **Assistant Staff:** Follow safety instructions and essential elements of the risk assessments; report hazards and incidents promptly.
- **Participants:** Follow instructions, use equipment responsibly, and report hazards.

2. Risk Assessment

- All staff complete session-specific risk assessments prior to the session.
- Management reviews and signs off each risk assessment before use.
- Lead staff brief all assistants on essential elements of the risk assessment before the session starts.
- Dynamic risk assessments are conducted during the session to ensure ongoing safety of equipment, participants, and playing areas.

3. Equipment and Venue Safety

- Equipment is checked before each session and maintained according to manufacturer guidelines.
- Playing areas are inspected for hazards before use.
- Any faults or hazards are removed or managed immediately.

4. Training

- All staff and volunteers receive relevant training:
 - Safeguarding and child protection.
 - First aid and emergency procedures.

- Sports-specific coaching and safety procedures.

5. Accidents and Reporting

- All incidents are recorded using an online accident log.
- Serious incidents are reported to relevant authorities (e.g., RIDDOR if required).
- First aid facilities and trained staff are available at all sessions.

6. Emergency Procedures

- Lead staff prepare session-specific Emergency Action Plans (EAPs), fire, and evacuation procedures.
- Assistants are briefed on procedures before the session starts.
- Emergency contact numbers are displayed prominently.

7. Health and Welfare

- Ensure a safe environment, considering participant health, allergies, and physical limitations.
- Encourage proper warm-up, cool-down, and hydration to prevent injury.

8. Review

- The Health and Safety Policy is reviewed annually, or sooner if there are legislative changes, incidents, or operational updates.

Policy Written: 19th August 2026

Reviewed: 19th August 2027

Name: Jack Dillon

Position: Director

Signed: Jack Dillon