



HEALTH AND SAFETY POLICY WORMLEY SPORTS CLUB (reviewed Jan 2025)

HEALTH AND SAFETY POLICY STATEMENT:

Wormley Sports Club is committed to ensuring the health, safety, and welfare of all our members, staff, volunteers, participants, and visitors. We recognise that the safety of individuals is of paramount importance and aim to provide a safe environment for all sporting activities, in line with the Health and Safety at Work etc. Act 1974 and relevant UK regulations.

Responsibilities

- **Management:** The club management committee is responsible for the overall implementation and review of this Health and Safety Policy, ensuring that all necessary resources are available to meet health and safety objectives.
- **Safety Officer (if applicable):** The appointed Safety Officer is responsible for overseeing day-to-day health and safety matters, conducting risk assessments, and reporting safety concerns to the management.
- **Coaches, Trainers, and Volunteers:** All coaches, trainers, and volunteers must ensure that they follow health and safety guidelines, report hazards, and ensure the safe conduct of sports activities.
- **Members and Participants:** All members and participants have a responsibility to follow the safety instructions provided by coaches or other responsible personnel and to report any potential hazards or incidents. They also have a duty not to interfere with or misuse anything provided for your health, safety or welfare.

Risk Assessments

Risk assessments will be conducted regularly to identify potential hazards associated with the annual youth tournament, sports activities, facilities, and equipment. These risk assessments will be reviewed annually or whenever there are significant changes to the activities or environment. All identified risks will be managed appropriately to reduce accidents and injuries.

Safe Practices

- **Training and Supervision:** All coaches and staff will be trained in FA level first aid and emergency procedures. They will also ensure that members are familiar with the safe use of equipment and facilities.
- **Emergency Procedures:** Clear and accessible emergency procedures will be in place, including the location of first aid kits, emergency exits, and designated emergency contacts. Emergency drills will be conducted periodically.
- **Equipment:** All sports equipment will be checked regularly for safety and maintenance. Damaged equipment will be immediately removed from use and replaced or repaired. This is the responsibility of each team coach.
- **First Aid:** A qualified first-aider will be available during all sporting activities. A fully stocked first aid kit will be accessible at all times. We have two defibrillators in the club house and outside the cafe on a wall bracket.

Health and Welfare

- **Medical Information:** All youth participants must complete a medical information form, detailing any pre-existing medical conditions or injuries that could affect their participation in activities. This is sent out when completing the registration link.
- **Injuries and Accidents:** Any accidents or injuries that occur during sports activities must be reported immediately to the youth welfare officers via email to wormleywelfare@gmail.com a form will be sent for completion. An incident report form will be completed and stored for future reference.
- **Fitness to Participate:** Participants should ensure that they are physically fit to take part in the activities. Anyone feeling unwell or injured should notify their coach and refrain from participation until medically cleared.

Facilities and Grounds

- **Safe Environment:** All sports facilities, including playing fields, courts, and indoor spaces, will be regularly inspected to ensure they are free from hazards and are suitable for use.
- **Ground Maintenance:** The grounds will be maintained regularly, ensuring surfaces are clear of debris and safe to play on.

Legal Compliance

The club will adhere to all relevant UK health and safety legislation, including:

- Health and Safety at Work etc. Act 1974
- The Management of Health and Safety at Work Regulations 1999
- The Sports Grounds Safety Authority (SGSA) guidelines (if applicable)
- Any other relevant local laws and sports governing body regulations including those set by the Hertfordshire FA.

Monitoring and Review

This health and safety policy will be reviewed annually and updated as necessary. Any incidents, near misses, or changes in legislation will be considered when reviewing this policy.

Date of Policy Adoption: 1 Jan 2025

Policy Review Date: 1 Jan 2026

Signed:

Jamie Nicholson

Sports Club Chair

Victoria Scarsbrook and Natalie McCallum

Sports Club Compliance Officers