

East Dorset Dockers RFC Health and Safety Policy

1. Policy Statement and Commitment

East Dorset Dockers Rugby Football Club (EDDRFC) is committed to providing a safe, healthy, and secure environment for all its members, visitors, and spectators. Our goal is to prevent accidents, injury, and ill-health at all club activities, whether on the pitch, at the training grounds, or within the clubhouse facilities.

This policy applies to all EDDRFC members, officials, coaches, volunteers, and visitors. The club will comply with all relevant legal requirements and ensure that this policy is reviewed and updated in line with health and safety guidelines.

2. Organisation and Responsibilities

Safety is a shared responsibility, led by the Club Committee.

2.1. Club Committee (Overall Responsibility)

The Committee is responsible for ensuring adequate resources are allocated to health and safety matters. Specifically, they must:

- Appoint a Health and Safety Lead (who may be the Chairman or Secretary) to oversee the implementation of this policy.
- Ensure adequate insurance cover is maintained for all club activities.
- Review incident reports and take necessary corrective actions.

2.2. Coaches and Team Managers

Coaches and Managers are directly responsible for the safety of their players during training and matches:

- Conduct a visual risk check of the pitch and equipment before every session.
- Ensure all players are aware of the risks involved in contact rugby and are taught safe techniques.
- Maintain up-to-date First Aid qualifications within the coaching staff.
- Stop training or matches if conditions become unsafe (severe weather, pitch condition).

2.3. All Members (Players, Volunteers, Spectators)

Every member has a duty to cooperate with the club and contribute to safety by:

- Reporting any hazards, defects, or unsafe practices immediately to a coach or Committee member.
- Using club equipment correctly and returning it safely after use.
- Following the directions of coaches and officials regarding safety procedures.

3. Risk Assessment and Management

The club will adopt a systematic approach to identifying and managing risks across all activities.

3.1. General Risk Assessments

The Committee will ensure a risk assessment(written or visual) is completed for:

- **Clubhouse and Changing Facilities:** Ensuring lighting, access, and sanitation are safe.
- **Playing and Training Grounds:** Identifying risks related to pitch surface, goalposts, and boundaries.
- **Training Activities:** Assessing inherent risks in drills and contact sessions.

3.2. Equipment Safety

- All major equipment (e.g., scrum machine, tackle bags) must be inspected by a competent person at least **annually**.
- Damaged equipment must be clearly marked and immediately removed from use until repaired or replaced.

4. First Aid and Emergency Procedures

4.1 First Aid Provision

- A designated First Aid kit will be present and accessible at all training sessions and matches.
- The location of the nearest First Aid point and a Defibrillator (AED) (if available) will be clearly signposted in the clubhouse.
- The names and contact details of Qualified First Aiders will be made known to the teams.

4.2. Emergency Action Plan (EAP)

A written EAP will be maintained and shared with all coaches and team managers. The EAP will clearly detail:

- **Access Routes** for emergency vehicles.
- The procedure for calling **Emergency Services (e.g., 999/111)**.
- The protocol for informing the injured person's **Emergency Contact**.

5. Incident Reporting and Recording

All accidents, injuries, or near-misses (incidents that could have resulted in injury) must be formally recorded.

5.1. Reporting Procedure

- Any incident requiring first aid or medical attention must be reported to the **Health and Safety lead** within 24 hours.
- An **Incident Report Form** must be completed for every recorded event. This form will capture details of the person involved, witnesses, the nature of the incident, and subsequent actions taken.

5.2. Review

The Committee will review all serious incident reports to identify underlying causes and implement necessary changes to procedures or facilities to prevent recurrence.

Policy Review: This policy will be reviewed and approved by the Health and Safety lead annually, or immediately following any major incident.

