



## HEALTH & SAFETY POLICY

### 1. GENERAL STATEMENT OF POLICY.

- 1.1 In compliance with the requirements of the Health and Safety at Work etc. Act 1974 Section 2 (3), the Club will, as far as is reasonably practicable, safeguard the health, safety and welfare of all members, using or visiting the Club grounds and facilities. Therefore our policy is to provide and maintain safe and healthy working conditions, equipment and systems of work for all our workers (volunteers) and to provide such information, training and supervision as they need for this purpose. We also accept our responsibility for the health and safety of other people who may be affected by our activities.
- 1.2 This policy should be read in conjunction with our documentation available on the Shoreham RFC website – <http://www.shorehamrugby.co.uk> :
- Codes of Conduct for Coaches, Match Officials, Club Officials, Parents/Carers, Spectators and Players,
  - Responsibilities of Parents/Carers,
  - Welfare Policy,
  - Photographic Policy,
  - Equity Policy,
  - Equipment Guidelines,
  - Age Grade Policy,
  - Accident Procedures
- 1.3 The allocation of duties for safety matters and the particular arrangements to implement the policy are set out below.
- 1.4 The policy will be kept up to date and reviewed as required by business/community/sport/social changes.

### 2. OUR COMMITMENT TO HEALTH & SAFETY

- 2.1 The Club is committed to:
- Assessing and providing adequate control of the health and safety risks arising from its activities,
  - Consulting with its workers and users on matters affecting their health and safety,
  - Providing and maintaining safe equipment for use in pursuance of club activities,

Shoreham Rugby Football Club Ltd, a company registered in England and Wales.

Registered Office: 9 Brierley Gardens, Lancing, West Sussex BN15 9EF

Registered Number: 9269690.





# SHOREHAM R.F.C.



- Ensuring the safe handling and use of substances i.e. COSHH regulations,
- Providing information, instruction and supervision for workers and users where applicable,
- Ensuring all workers and users are competent to do their tasks and to give them adequate training,
- Providing/ensuring that suitable and sufficient PPE is used where required,
- Maintaining a safe and healthy operating environment; and
- Reviewing and revising this policy as necessary at regular intervals.

## 3. RESPONSIBILITIES

- 3.1 The Club Chairman, Committee Members, SRFC Officials and all Team Managers and Coaches are responsible for ensuring that;
- The Club's Health and Safety Policy is implemented and that, as far as is reasonably practicable a safe working environment exists in their areas of operation.
  - The activities carried out in their areas of operation are conducted in such a manner as to minimise the risk to health and safety.
- 3.2 In compliance with Section 7 of the Act all workers, users and visitors have an obligation to take reasonable care for the health and safety of themselves and other persons who may be affected by their actions and co-operate with the Club to enable any such duty to be complied with.
- 3.3 All persons must;
- Observe all safety rules,
  - Abide by the instructions issued in the interests of minimising risks to health and safety,
  - Report any hazardous situation to the Club secretary who in turn shall advise the Committee,
  - Co-operate in suggesting to the Club Secretary any improvements that could minimise risks to health and safety.

Shoreham Rugby Football Club Ltd, a company registered in England and Wales.

Registered Office: 9 Brierley Gardens, Lancing, West Sussex BN15 9EF

Registered Number: 9269690.





# SHOREHAM R.F.C.



3.4 Day to day responsibility for the implementation of the policy is detailed in the table below:

SRFC Manager	Name	Responsibility
All Head Coaches	See website	<ul style="list-style-type: none"><li>Ensuring that the playing areas are safe before training or playing matches.</li></ul>
Match Officials	Referees	<ul style="list-style-type: none"><li>The referee has the final say when deciding that a pitch is, or is not fit to be played on.</li></ul>

3.5 All individuals have a responsibility to co-operate with the above named persons to achieve a healthy and safe workplace and to take reasonable care of themselves and others.

3.6 Whenever any individual notices a health or safety problem that they cannot put right, they should inform the Club Secretary without delay.

3.7 The monthly SRFC Committee meetings, or any other meeting specifically called to discuss Health & Safety issues, will be the forums for the Club Secretary to raise any issues relating to Health & Safety. Where issues arise that need immediate resolution it will be the responsibility of the Chairman, the Club Secretary and the Club Treasurer to authorise remedial action.

## 4. GENERAL ARRANGEMENTS

SRFC seeks to promote equity and equality through:

4.1 Injuries & Accidents:

- All injuries sustained by players must be handled in line with the SRFC Accident Policy.
- All other accidents must be recorded in the Accident Report Forms available on the club website. These must be submitted to the Club Secretary who will be responsible for informing the Local Environmental Health Department where necessary.

Shoreham Rugby Football Club Ltd, a company registered in England and Wales.

Registered Office: 9 Brierley Gardens, Lancing, West Sussex BN15 9EF

Registered Number: 9269690.





#### 4.2 Medical Facilities:

- Each SRFC Squad will be provided with a First Aid Kit as recommended by the RFU and required under current first aid regulations must be provided.
- Qualified first aid/medical/medical personnel must be available during training/playing of games.
- Access to a mobile telephone must be available at all times.

#### 4.3 Playing and Training Areas:

- All means should be taken to ensure that all areas for playing/training etc. are safe and free from dangers and hazards, i.e. pot holes, sharp objects (stones glass), animal waste etc.

#### 4.4 Playing Equipment:

- All training/playing equipment is fit for the purpose and does not constitute a danger to anyone using it, i.e. post protectors fitted during training/playing of games.
- Tackle bags/contact pads & suits, post protectors are all in good condition and must be suited to a player's size and ability.
- Marker flag poles should flex on impact with no sharp edges.
- All equipment should be checked prior to training sessions and matches.
- All players will wear Mouth Guards during contract training and all matches.

#### 4.5 Playing Development:

- The teaching/coaching or playing development of players as well as the refereeing of the game of Rugby Football must be carried out under all RFU rules, regulations and directives. Careful consideration as to the age and ability of players must be taken when introducing or developing any contact skill or situation.
- Coaches **MUST NOT ASK OR ALLOW** any adult or youth to take part in or help in training, playing or fun sessions of any kind, organised by the Club, who does not have the relevant qualification, training or club's authorisation to do so.

#### 4.6 Storage Areas:

- Any dangerous or hazardous areas identified, must be cordoned off and clearly signed and quickly rectified.

---

Shoreham Rugby Football Club Ltd, a company registered in England and Wales.

Registered Office: 9 Brierley Gardens, Lancing, West Sussex BN15 9EF

Registered Number: 9269690.





# SHOREHAM R.F.C.



## 5. TRAINING

- 5.5. All workers will receive training necessary to ensure that they are able to do their jobs safely.
- 5.6. The person responsible for such training is the Coaching Coordinator.

## 6. HAZARDS

- 6.1. The workplace risk assessments identify the known hazards and control measures required to reduce, to an acceptable level, the risk of injury from those hazards. All staff must follow the measures laid down

## 7. REVIEW

The Health and Safety Policy and relevant Risk Assessment will be reviewed as and when changes in policy or current situations pertaining to health and safety dictate such a review and at least annually.

Shoreham Rugby Football Club Ltd, a company registered in England and Wales.

Registered Office: 9 Brierley Gardens, Lancing, West Sussex BN15 9EF

Registered Number: 9269690.

