



ACCIDENT & FIRST AID POLICY

1.1 GUIDELINES FOR DEALING WITH AN INCIDENT/ACCIDENT

- Stay calm but act swiftly and observe the situation. Is there a danger of injury/further injuries?
- If necessary, evacuate the pitch in a calm and controlled manner.**
- If there is an injury, listen to what the injured person is saying.
- Alert the First Aider who should take appropriate action for minor injuries.
- In the event of an injury requiring specialist treatment, call the emergency services. **(999 AMBULANCE)**.
- Do not move someone with major injuries unless they are in serious danger of further injury. Wait for the emergency services.
- Contact the injured person's next of kin. Captain / Coach to have access to next of kin details in case of emergency. This information is available from Pitchero Manager app and can be accessed by all Team Managers or Captains. If none of those are available, contact Jackie Batten-Lincoln (Club Secretary - 07764 746 450)
- Complete a Club incident/accident report form. Paper copies are stored in every Club First aid kit or can be downloaded from the Club website. Ensure it is sent to Jackie Batten-Lincoln (battiejax@hotmail.co.uk). It will be filed and retained for a period of 7 years.
- Complete an England Hockey injury reporting form (online) once the incident has been dealt with. Go to this link and provide the requested information - [England Hockey Injury Monitoring Report \(microsoft.com\)](https://microsoft.com)

In the event of evacuating the astro – players should be escorted to Car Park 1, by the Sports Park Reception & register taken

1.1.1 First Aid

- The first aider should give no more First aid than they are qualified to do.



- If the casualty is able to be moved, but needs hospital treatment, ensure they are accompanied by a responsible adult, to the nearest hospital.
- You can contact University Sportspark staff (0118 3788799) for further assistance. They have staff who can quickly access and are trained in the use of defibrillators.
- If in any doubt, call emergency services (**999 AMBULANCE**).

1.1.2 First Aid Kits

- Held with each team coach, captain or nominated person. Every team has been supplied with one. It must remain fully stocked at all times.
- **These should be taken to the side of the pitch at EVERY pitch session – training or match.**
- There is also a Club first aid kit in the Senior lockbox.
- Juniors pack will be held with the Lead Coach or in the equipment bag.
- Top up / replacement medical items should be ordered from Vicki Batten-Lincoln (07801 949849)

1.1.3 First Aiders

- All Level One coaches are first aid qualified. There will always be a minimum of one First Aider at every training session or match.

1.2 ENGLAND HOCKEY INJURY REPORTING POLICY

England Hockey require clubs/associations to complete the England Hockey online 'Injury Monitoring Form' following injuries sustained that require one or more of the following:

- ✓ Treatment from a first aid specialist (e.g. Team doctor/ first responder)
- ✓ Hospital treatment
- ✓ Subsequent visit(s) to a GP



The reporting of injuries sustained on the field of play is a requirement for all clubs/ organisations who are affiliated to England Hockey as part of England Hockey's Injury Reporting Policy.

Please complete the below form online for any injuries sustained which meet one or more of the criteria outlined above.

[England Hockey Injury Monitoring Report \(microsoft.com\)](https://microsoft.com)

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1.3 DOCUMENT VERSION CONTROL

Version	Date	Details	Author
1.0	September 2017	Approved version	Deese Pointon
2.0	10 January 2022	Updated version	Jackie Batten-Lincoln
3.0	11 August 2022	Updated with new club logo	Jackie Batten-Lincoln