



Devizes Hockey Club

Emergency Procedures 2023 - 2024



Emergency Procedure for Accidents or Incidents Occurred Playing Hockey at Any Venue

Ideally two first aid coaches/club members assess the situation and work together



Make sure the patient is comfortable and all immediate needs are met



Call Emergency Contact asap – club captains/lead coaches should have these details



Next of Kin on Scene	Next of Kin NOT on Scene
<p>Call 999 if injury is serious, even if emergency contact is available</p> <p>Follow emergency advice</p> <p>When next of kin arrives, hand the patient over and report the incident. If a head injury was sustained, then recommend they seek medical attention or advice</p> <p>If U18 please ask the parent to sign the EH accident form, you will send them once complete</p>	<p>In the event of no appropriate next of kin, either accompany the patient to A&E or follow in a vehicle so the patient is not alone.</p> <p>Make sure you have as many details regarding the patient as possible.</p>



Please complete the England Hockey Accident Form (online) with everything that you have done to care for the patient. If you are away from Devizes it would be ideal if you could complete an accident form at your earliest convenience.

Please report the incident to the Welfare Officer on the same day and email the completed England Hockey Accident Form to welfare@devizeshockey.co.uk

The Welfare Officer will complete an [EH Injury Report Form](#)
EH recommends that all clubs have accident report forms and record full details of all accidents/injuries. Forms should be kept for a minimum of 8 years or until the individual is 25 years old.



Accident Report Form 2023 – 2024 Devizes HC



Please ensure that this form is completely legible and is signed and dated

Name & Location of facility	
Full name of coach supervising the session	
Full name of the injured person (if applicable)	
Full address of the injured person (if applicable)	
Date of accident:	Time of accident:
Nature of accident and extent of injury (including location on body):	
FULL details of the accident including how it happened, where it took place, etc.:	
What activity was being performed (training, getting changed, match, etc.):	
Witness name(s) and address(es):	

Give full details of the action taken including any first aid treatment and the names of the first aider(s):	
Police called: Yes No	Ambulance called: Yes No
Facility manager informed: Yes No	Facility accident book completed: Yes No
Parent/Carer informed: Yes No	
Other actions:	

Section to be completed by supervising coach

I confirm that the above details are correct and accurate to the best of my knowledge

Print name:	
Signature:	Date

