

## **Keswick Athletics Club**

### **Health and Safety Policy – Draft 24.02.21**

#### **Our Health and safety policy is to;**

Protect as far as possible the health and safety of all our junior and senior members, our committee, our coaches, LiRFs and parent volunteer helpers, any competitors in our races and the public who are impacted by our activities.

Provide a safe training environment for juniors and seniors, where risk assessments have been carried out, coaches and LiRFs have been DBS checked and trained to the England Athletics (EA) standards. We will operate within any EA ratios where applicable and carry out a duty of care for those attending Keswick Athletic Club (KAC) organised training.

We will keep up to date with new guidance from our governing body, England Athletics, as well as the Fell Runner's Association (FRA) and any other relevant legislation that could affect the running of our club and our members.

Races organisers under the umbrella of KAC have overall responsibility for organising races. Race organisers are responsible for following governing body regulations, arranging public liability insurance through the governing body, and have all the necessary equipment and support required.

Signed:

Print Name:

Dated:

Review Date:

#### **Over and final responsibility for H&S**

Whilst the committee has an overall role in ensuring health and safety procedures are in place, in training sessions, the responsibility lies with the coach(es) and in races, the responsibility lies with the race organiser.

#### **Day to day responsibility to ensure this policy is put into practice**

Our junior and senior coaches and LiRFs have responsibility for ensuring H&S is taken into account when writing risk assessments and during training sessions. This includes ensuring there are sufficient coaches/LiRFs/parent helpers to meet ratios, ensuring there are first aid kits available, emergency contact details are to hand and procedures in place for dealing with an emergency.

Our Safety Officer has the responsibility of maintaining the race organiser's equipment and ensuring that first aid kits are stocked and materials in date at the start and end of the season.

It is the responsibility of the Secretary to verify submitted DBS forms.

It is the responsibility of the Welfare Officer to ensure that members are aware of their role and that their contact details are available.

It is the responsibility of the Membership Secretary that received member's details are kept up-to-date on the membership database in case of emergencies. However, it is the responsibility of the coaches/LiRFs to ensure they have the details of attendees at training sessions.

**To ensure H&S standards are maintained/improved, the following people have responsibility in the following areas;**

It is the responsibility of the Senior coach to ensure any new coaches or LiRFs attend the appropriate training courses, have DBS checks and mentor them to ensure competence. The Senior coach must arrange or ensure the new leader has the necessary equipment needed to conduct their role to the required standard.

It is the responsibility of the Safety Officer to ensure new Race Organisers are trained and competent in the use of equipment such as race radios, have received the Marshall's briefing template, and the First Aid Protocol (both on the KAC website).

All members should;

- Co-operate with coaches and the committee on any health and safety matters
- Take reasonable care of their own health and safety; and
- Report all health and safety concerns to the appropriate person (as above)

**Arrangements for health and safety**

*Risk Assessments*

In place for training on the fells and on the roads for juniors and seniors, and available on the club website.

*Training*

Coaches look after all aspects of training.

Qualifications; Event Group Endurance. Coach in Running Fitness. Athletics Coach. Leader in Running Fitness. Coaching Assistant. First Aid courses. Welfare Officer training through England Athletics.

*Consultation*

We will consult routinely on health and safety matters as they arise and formally when we review health and safety.

*Evacuation N/A*