



# SHREWSBURY UP AND COMERS FC

## HEALTH AND SAFETY POLICY

Shrewsbury Up & Comers FC is a voluntary organisation operated entirely by volunteer team of managers/coaches and a volunteer management committee.

As a club our policy is that every child or young person who plays or participates in football through our club should be able to do so in an enjoyable, healthy and safe manner.

We provide clear instructions and information and appropriate training to ensure our volunteers are appropriately qualified and competent as required by both the County and National Football Association.

In conjunction with this, we follow all Football Association policies and procedures for Safeguarding Children. Children come first and their Health, Safety and wellbeing is our primary concern, above and beyond the game of football itself.

Any questions or concerns regarding this policy or any health and safety matters, must be raised with the club committee as soon as possible.

### Procedures for Health and Safety

The Manager/Coach being demonstrably 'competent' is our main Health and Safety control measure. The specified Manager/Coach is the responsible person for their relevant team and this person has a duty to ensure that they personally hold an up to date qualification in both FA Emergency Aid and FA Safeguarding Children. They also MUST hold an up to date FA Accepted Enhanced CRC together with either a FA LCC card (if they are Level 1 coaching or above).

The following guideline should be adhered to.

#### 1. Equipment

- All players must wear suitable shin guards which are completely covered by socks whilst undertaking any football activities.
- All equipment must be used in accordance with manufacturer's instructions and kept in a good state to repair. Damaged equipment should either be safely repaired or disposed of.
- Player's boots and the 'blades' or 'studs' on them should be checked regularly for damage, particularly sharp edges as these may cause serious injury. The type of stud used must be suitable for the playing surface e.g. metal stud must not be worn on artificial grass. Boots on concrete or gravel should therefore be actively discouraged as this can quickly damage the studs.
- Referees reserve the right to inspect player's boots accordingly and deem footwear unsuitable for playing in.
- All items of jewellery (necklaces, rings, bracelets, earrings, leather bands, rubberbands, etc.) are strictly forbidden and must be removed. Using tape to cover jewellery is not acceptable.

## **2. Playing and Training Venue**

- Pitches should be checked whether it be grass, a sports hall, all weather surface or field for any obstacle, item or implement which may cause harm or discomfort to any player, official or spectator. This is known as a hazard.
- Goal posts should be checked to ensure that they are securely fixed down and no hazards are present.
- Corner flags and RESPECT barriers should also be checked for any hazard.
- Changing facilities should also be checked for security and safety prior to allowing any player access.

## **3. Risk Assessment**

- A club risk assessment is in place for training and match activities at both SCAT and Nalgo. A copy of the risk assessment is available on the club website and managers are required to read and understand the Club's risk assessment documents.
- By carrying out the checks outlined in points 1 and 2 above Managers/Coaches are putting in place additional checks to ensure a robust assessment of risk and hazards.
- Managers/Coaches must ensure that all control measures to reduce both /or either the severity and probability of harm from any hazard occurring are put in place and checked.
- The Clubs main home venue is hired from Shrewsbury College of Arts & Technology who hold additional responsibilities in terms of health and safety and in ensuring the venue is appropriately assessed and fit for purpose.
- Managers and coaches must carry out checks prior to each use of the facilities and raise any issues that arise immediately with the relevant venue, or where appropriate, the club.
- If anything is unsafe and cannot be made safe, then the match or training session should not take place.
- For 'away' venues and facilities, in the first instance please raise any concern with the 'home' team manager and should you be unsatisfied with a response or lack of a response then please notify SHREWSBURY UP & COMERS FC Club Secretary.

#### **4. First Aid**

- At least one qualified first aider must be present at all training and match venues with a suitable first aid kit.
- A copy of the clubs Incident/Accident Reporting form, the Concussion Recognition tool should be kept by the manager/coach with their first aid kit.
- An emergency phone should be available.

#### **5. Contact Details**

- Managers/coaches must ensure that they you have either a complete and up to date Team Register and emergency contact details for each player.

#### **6. Goal Post Safety**

- FA Goal Post Safety Guidelines must be followed at all times. A copy of the guidelines can be found on the club website.
- Unsafe goalposts have the potential; to cause serious harm including death therefore all Managers / Coaches are responsible for ensuring that they are aware of the Goal Post Safety Guidelines and for adhering to them at all times.

#### **7. Pitch Inspections**

- Extreme weather conditions such as heavy snow, severe frost, water logging with puddles of standing water and/ or areas of sinking mud/ turf will result in matches being postponed. As a fundamental inspection rule the ground should take a stud and enable safe turning without slipping. In this case, Leagues and opponents must be advised of this as soon as possible.
- A referee also has the authority to call off or abandon a match should they feel the pitch is not fit for purpose.
- There can often be pressure to allow the game to go ahead particularly if the opposition have travelled a considerable distance. However, this must be resisted and the health and safety of the players must come first.

#### **8. Parental Responsibility**

- Children remain the responsibility of their parents /legal guardians at all times during football training, matches and other club activities. This included when arriving and departing at them. The club provides all reasonable safeguards in terms of Disclosure and Barring Service (DBS) checks, First aid qualified volunteers and a club Child Welfare officer and acts as advised by Shropshire County Football Association and The Football Association in the conduct of its activities and affairs.

- As a club of volunteers, our volunteers have a Duty of care for the children in our membership but this does not extend to the level of that of teachers or registered childminders and as such parents/legal guardians must be advised against dropping their younger age group children off and leaving the site during football training, matches and other club activities. Should parents/legal guardians make any arrangements with other adults concerning their child and supervision and transportation for club activities, then this is at their own responsibility in their own legal capacity and not the responsibility of SHREWSBURY UP & COMERS FC.

## **9. Indoor Sports Halls Health & Safety 'risk controls'**

- Prior to anybody going into the sports hall, managers / coaches must inspect the surface, goals and general area. If unsafe or in doubt the training session should be cancelled. Any problems should be reported to site personnel and club officials immediately.
- Any standing water must be mopped up and the area coned off.
- All sports hall equipment not in use should be moved into a position of safety.
- Cricket and segregation nets should be secured against the walls. Nothing should be left trailing on the floor.
- Goals must be secured to the wall with the relevant equipment. If no securing equipment is available, do not use the goals.
- Managers / coaches should have a first aid kit with them at all times & mobile phone available to them & emergency contact details for all their players.
- Squad members should wear appropriate equipment, including trainers and shin pads.
- Managers / coaches must make sure all goals are put back safely and properly at the end of the training session.
- Managers / coaches must make sure all rubbish (bottles etc) are removed at the end of the training session.
- Smoking is not permitted at any time.
- The next squad waiting to access the hall should not enter until the previous team and associated equipment has been removed.

- All sessions should finish promptly and the facility left with equipment in the correct location.
- If required, team briefs should be taken outside of the hall.
- Children remain the responsibility of their parents/legal guardians at all times during football training & matches and when arriving and departing although the clubs reasonable safeguards are assured.

## **10. Outdoor all-weather pitches Health & Safety 'risk controls'**

- Prior to anybody going into the all-weather enclosure, managers / coaches must inspect surface, goals and general area. if unsafe or in doubt the training session should be cancelled.
- Any problems should be reported to site personnel and club officials immediately.
- Gates should be kept closed and only managers / coaches should be inside whilst set-up for training is taking place (*with the exception of their own supervised children*).
- Managers / coaches should have a first aid kit with them at all times & mobilephone available to them & emergency contact details for all their players.
- When more than one group is using the facility buffer zones should be marked with cones.
- All members should wear appropriate equipment, including trainers or astro boots (no metal studded boots or blades) and shin pads.
- No one, other than team officials and associated squad, should be allowed into the all-weather enclosure at any time.
- Managers / coaches must make sure all goals are put back safely and properly at the end of the training session.
- Managers / coaches must make sure all rubbish (bottles etc) are removed at the end of the training session.
- Smoking is not permitted at any time.
- Dogs are not permitted on SCAT property including all areas around the all weather pitch.
- The next squad waiting to access the area should not enter until the previous team and associated equipment has been removed.
- All sessions should finish promptly and the facility left with equipment in the correct location. if required team briefs should be taken outside of the enclosure.

## **11. Incident/Accident Reporting**

- In the event of an incident or accident a Club Incident/Accident Report form must be completed by an appropriate Manager/Coach. This form is available on the Club website.
- An accident is an unexpected event which results in serious injury or illness of player or manager/coach.
- An incident is an instance of something happening, an unexpected event or occurrence that doesn't result in serious injury or illness but may result in property damage or had the potential to cause serious harm or injury.
- The Club Incident/Accident Reporting form must be sent via email to the Club Secretary within 24 hours of the incident occurring. If the matter is of a serious nature, then the Club Secretary must be notified by phone as soon as possible. If the club secretary is unavailable, then the Club Welfare Officer should be contacted.