



SAFETY GUIDELINES FOR CLUBS, DISTRICTS & FACILITIES



The development of sport safety plan is an extremely important component for sport and recreation clubs, associations and facilities in providing a safe and healthy environment for participation.

This document is a **STARTING POINT** for clubs/associations/facilities to commence developing and implementing policies for all club/association/facility participants.

CLUB CHECKLIST

Conduct an initial sports safety review/audit to assist in prioritising focus areas for progressive development and implementation of safety initiative/policy areas. This document can be used as a basic audit tool.

Conduct a regular review of your safety plan and policies, annually if possible.

1. MEDICAL HISTORY

It is important that players, coaches, managers, medical staff and sports trainers are aware of any medical conditions that may impact on a player's participation. This includes, but is not limited to chronic infections, cardiovascular abnormalities, and musculoskeletal problems such as arthritis and medical conditions such as asthma, diabetes and epilepsy.

- A Medical History form should be completed at the start of each and every competition and updated based on medical developments.
- Players with pre existing medical conditions need to provide medical clearance prior to participation
- Medical History & Injury forms should be kept in a secure place

Health Policies and Guidelines

Infectious Diseases

- The WHO and/or Nepal Government Infectious Disease Policies will be strictly adhered to at all times.

This policy is available to view and for download on the ANFA Website

<https://the-anfa.com>

The **(CLUB)** will strictly adhere to the blood rule guidelines as set out in infectious diseases policy.

Sharing of Water Bottles is not permitted

First aid and medical staff will follow the Sports Medicine Australia policy with regard to handling bleeding wounds.

Emergency Plan

An emergency plan/procedures will be developed, documented and communicated to all members to distribute accordingly.

In the case of an emergency (nominate coach/facility manager/sports trainer/referee) will direct procedures.

A telephone (a mobile telephone where practically possible) will always be accessible for

emergencies. It is located (insert location of telephone).

Emergency telephone numbers will be posted (please specify where - preferably by the phone).
E:G: Ambulance, after hour's dentist and medical clinic.

Emergency vehicles will be provided clear access to our venue at all times. The access area for emergency vehicles will be kept clear at all times

Easy access for stretchers will be provided between playing areas.

All players, coaches, managers, officials, sports trainers parents and patrons will be notified regularly about our emergency procedure.

A stretcher will be available at all matches and events conducted.

A designated stretcher team (nominate members) who are appropriately trained in stretcher use (and appropriate situations for it's use) should be on hand. This is to be coordinated by (sports trainer/other trained personnel).

Alcohol Usage

Our club/facility strongly discourages the consumption of alcohol before, during and immediately after participation.

In the interests of the health, comfort and safety of all our patrons the (insert club/facility name) actively encourages a responsible service and consumption of alcohol environment.

Drugs in Sport

"Drug" use in sport is a much wider issue than the use of legal or illegal substances for performance enhancement. Importantly, it also includes the safe use of medicines and social drugs (such as alcohol and tobacco) and the need to support elite athletes who are eligible to be drug tested, to ensure all drugs and substances they take are permitted.

Smoke Free

For the health and safety of our participants and patrons our facilities are smoke-free.

First Aid Facilities

The designated first aid area is where signed or the change room area.

The hygiene of this area will be the responsibility of the assigned club representative

Surgical gloves are provided for sports trainers, first aiders and other medical staff for the treatment of bleeding wounds.

An appropriate procedure for the disposal of bloodied material and waste products will be followed.

A first aid kit/supply cabinet meeting the recommendations of the First Aid Equipment brochure, will be maintained at all times

Ice will be available at each training and competition.

A stretcher/wheelchair in good condition will be available for use by trained personnel. Emergency plan/procedures/telephone numbers will be displayed in the first aid area.

COACHES AND OFFICIALS

Qualifications and Accreditation

All coaches/officials (referees, umpires, judges etc.) will be accredited to a minimum of Level (Grassroots Community Facilitator).

It is the coach's/official's responsibility to ensure their accreditation is kept current.

All coaches/officials will attend training relevant to their responsibilities every 3 years.

Activities will be run in accordance with the following safety guidelines.

Coaches, officials, supervisors and facility managers should make participants aware of safety issues. This will be achieved using a variety of methods including presentations, newsletters and pre-event addresses.

Coaches, officials and supervisors will conduct themselves as positive role models by following our club/association/facility codes of behaviour.

EQUIPMENT

Correct equipment is fundamental, whatever the sport being played. Unfortunately most equipment doesn't last forever. However, with the correct use, care and maintenance our club will ensure we get the maximum protection and benefit from these resources.

Playing Equipment

Only equipment that conforms to the regulations of our/the sport will be used for training and competition.

Playing equipment will be maintained and checked every month however weekly checks are encouraged

Where stated, equipment will be maintained according to manufacturers guidelines or recommendations. Equipment will be used strictly for the purpose it was designed.

When in use, the playing equipment will be inspected to ensure that it is in the correct position and properly secured where appropriate.

When not in use the equipment will be properly stored safely and securely.

Playing Environment and Facilities

As is the case for workplaces, our club/facility has a responsibility to ensure the environment in which our sport takes place is as safe as possible. Many aspects of the physical environment can be controlled by our club/facility whilst others such as weather conditions will be considered in the planning and timing of activities.

General

'Natural Hazards' are checked regularly and are appropriately signed.

A process/system is in place to regularly update facility staff regarding new activity hazards and safety measures.

Formal facility staff induction incorporates a sport safety issues component. Portable signage is used to warn of temporary hazards.

Facility structures and equipment comply with laws, regulations, rules and standards. There is a system in place for reporting of unsafe conditions/hazards and correcting them

Surfaces

All playing surfaces will be inspected prior to each game and training session.

Any foreign debris or items, which may cause harm or injury, will be removed prior to the commencement of any activity.

Playing surfaces will be removed of any holes and any uneven sections and are leveled or repaired to reduce the likelihood of tripping, falling and associated injuries.

Paths and other structures such as cricket pitches on, and in the immediate vicinity of the playing fields will be covered sufficiently with sand or soil unless they are an essential part of the playing arena.

Grassed outdoor playing surfaces will be checked to ensure the following:

- Grass is mown
- Lines are marked with non-toxic paint.
- Non-toxic fertilisers & sprays are used appropriately by trained grounds-people

Venues

- Playing areas
- Change facilities
- Thoroughfares, entrances and corridors
- Car parks

Posts, fencing and other hard objects that may be collided with in the course of play will be:

- Adequately padded to a sufficient height
- Securely fixed
- Where realistically possible, constructed to enable them to 'give' in the advent of a collision.

Spectators will be adequately separated from players and the likelihood of collision with players by fencing or an appropriate barrier.

Adequate space will be available between adjacent sporting fields and arenas to ensure there is no likelihood of collision between players and other objects. Practical steps will be taken to minimise the chance of collision with non-participants.

Change rooms, including shower and toilet facilities will be cleaned after each period of use and kept in a clean and hygienic state. Shower facilities will be equipped with:

- Non slip mats
- Hot and cold water
- Hot taps marked.

This facility provides adequate ventilation and temperature control. Easy access to clean drinking water is provided. All facility entry/exit points are secure and free from hazards. Facility emergency exits have fire doors.

Chemicals will be stored and safety signs installed according to laws, regulations, rules and standards.

