

# Cranbrook Sports Club

## Cranbrook Rugby Football Club

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### 3.7 HEALTH, SAFETY & RISK MANAGEMENT POLICY

**Cranbrook RFC (Cranbrook Sports Club)** has a duty to eliminate or minimise any actual or perceived risks to all its members. This club is strongly committed to encouraging our members to train hard and compete, but the health, well-being and safety of everyone is always our paramount concern.

To support our Health, Safety & Policy we are committed to the following duties:

- ) Undertake regular, recorded risk assessment of the club premises and all activities undertaken by the club.
- ) Create a safe environment by putting health & safety measures in place as identified by the assessment.
- ) Ensure all members are given the appropriate level of training and competition by regularly assessing individual's ability dependant on age, maturity and development.
- ) Ensure that all members are aware of understand and follow the club's health & safety policy.
- ) Appoint a competent club member to assist with health & safety responsibilities.
- ) Ensure that normal operating procedures and emergency operating procedures are in place and known to all members.
- ) Provide adequate first aid facilities, telephone and qualified first aider at all times.
- ) Report any injuries or accidents sustained during any club activity or whilst on the club premises.
- ) Ensure the policy is reviewed regularly and monitored for effectiveness.

#### AS A CLUB MEMBER YOU HAVE A DUTY TO:

- ) Take reasonable care for your own health & safety and that of others who may be affected by what you do or not do.
- ) Co-operate with the club on health & safety issues.
- ) Correctly use all equipment provided by the club.
- ) Not interfere with or misuse anything provided for your health, safety and welfare.

This includes:

#### Playing and Training Areas

All means must be taken to ensure that all areas used for playing/training etc are safe and free from dangers and hazards, i.e. pot holes, sharp objects (stones glass), animal waste, uneven surfaces, puddles of water etc. This is a mandatory requirement as outlined in the Lead and Assistant Coaches' Responsibilities document.

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### Medical Facilities

Adequate medical/first aid facilities and first aid boxes/packs as recommended by the RFU must be provided. Free access to these facilities and the playing area must be available at all times. Qualified first aid/medical personnel must be available during training/playing of games. Access for Ambulances **MUST** be available at all times. Access to a telephone (land line and/or mobile) must be available at all times. All injuries, accidents, incidents must be recorded on the Accident Report Form and copies put into the club's Accident Folder.

### Playing Equipment

All training/playing equipment is fit for purpose and does not constitute a danger to anyone using it, i.e. scrum machines are maintained and serviced regularly and hold a current safety certificate, tackle bags/contact pads & suits, post protectors are all in good condition and must be suited to a player's size and ability. Marker flag poles should flex on impact with no sharp edges, goal posts should be padded. All equipment must be checked prior to training sessions and matches.

### Playing Development

The teaching/coaching or the playing development of players as well as the refereeing of the game of Rugby Football must be carried out under all RFU rules, regulations and directives. Careful consideration as to the age and ability of players must be taken when introducing or developing any contact skill or situation.

All coaches **MUST NOT ASK** or **ALLOW** any adult or youth to take part in or help in training, playing or fun sessions of any kind, organised by the club, who does not have the relevant qualification, training or the club's authorisation to do so.

### Clubhouse and Storage Areas

Any dangerous or hazardous areas identified, must be cordoned off and clearly signed and quickly rectified. Emergency exits clearly identified and kept free, storage areas securely secured, fire extinguishers clearly visible and signed.

### Ground Equipment

All ground equipment and ground supplies (seed, fertilizers etc) are stored in a dedicated and secured area.

Any equipment thought to be unsuitable or found to be unserviceable is to be removed from use and reported to the Club Committee.

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### Youth Section Risk Assessment Form

Specimen match/event risk assessment

<b>Assessed By</b> Richard Swallow	<b>Date</b>
<b>Approved By</b>	<b>Date</b>
<b>Number of Participant</b> Max 450	<b>Frequency</b> Once a week

Hazard Ref.	Potential Effect	Existing Controls in Place	Score Low/Medium/High Risk	Further Controls Required?	OFFICE USE Who By	OFFICE USE Target date
CRFC 1	Falling or tripping over untidy areas including kit cupboard, with the potential to cause injury. Objects not put away causing fire hazards.	Storage areas for players belonging in changing rooms, and space to safely and securely store equipment to be kept tidy. Maintaining all equipment, objects and personal possessions are stowed away in a safe manner at all times	Medium	Repair Lighting		
CRFC 2	Slipping on the wet floor around the shower areas after practice and matches, into other items such as sinks, showers, and other people	Making members aware at the start of each session the hazards involved in the dangerous wet areas of the facility	Medium	Caution signs for the wet areas, grip on the shower floors and areas around the sinks		
CRFC 3	Uneven playing surfaces causing trip/fall	Pitches are maintained	Low	No		
CRFC 4	Hard or soft playing surfaces could cause ankle and leg injuries for players, and could make both training and matches dangerous and unsafe	Ground staff maintaining playing and training areas, checking the quality of the turf before stepping onto the pitch is essential. Avoid fixtures in July/August; cancel fixtures if ground is frozen during winter.	Low	Monitoring ground quality throughout the season, training in different areas of the facility, or even indoors when the surfaces are unusable		

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Hazard Ref.	Potential Effect	Existing Controls in Place	Score Low/Medium/High Risk	Further Controls Required?	OFFICE USE Who By	OFFICE USE Target date
CRFC 5	Hard of sharp objects on the pitch causing injury	Pitches checked by Coaches before training and by referee on match days.	Low	No		
CRFC 6	Injury to persons participating in the activity, or spectators, including collision between players and/or goalposts	Safe storage of objects and equipment, correct training in open space with limited equipment to cause injury, spectators standing a safe distance from the pitch, First aiders on hand at all sessions, First Aid kits for all teams	High	Minimum of 2 first aiders per age		
CRFC 7	Injury, particularly to necks, backs and shoulders from impacts.	All contact equipment is padded	Low	High quality equipment, coupled with explicit demonstrations of how to correctly use all pieces of equipment, especially large, heavy and dangerous equipment such as the scrum machine		
CRFC 8	There is a chance of serious injury to all bodily parts from contact injury, increased in tackling and scrummage.	The training provided is designed to improve level of rugby in a safe manner. It is essential that all members of the club are coached correctly in the most important areas of contact, such as tackling and scrums, and players who are less confident are coached until they are fully ready to partake in the heavy contact sport of rugby. First aiders are present at all matches, and First Aid kits are on hand throughout all training and matches	High	Maintaining high levels of training through qualified coaching, demonstrating how to play this contact sport correctly. First Aid training for minor injuries		
CRFC 9	Less severe injuries, more common to rugby, such as cuts and sprains, though this is increased due to contact-nature of sport.	First Aid kits present during matches, padded training equipment and clear, open, well-lit spaces to play and train in, under the supervision of a qualified coach	High	First Aid training would benefit members of the club, who could assist with minor injuries which are frequent throughout the season		
CRFC 10	Lack of training	Novice players are given instruction before playing. Inexperienced players are not permitted to play in the front row of the scrummage. Weekly coaching and training session should counteract this.	Low	No		
CRFC 11	Poor organisation of activity	Professionally qualified coach	Low	No		

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CRFC 12	Presenting a danger to all members of the club by not properly adhering to the rules and procedures laid out by the club, accidentally or intentionally particularly through inappropriate tackling techniques.	Fully explaining all rules, procedures and practices to all members of the club under qualified supervision. Members of the club who do not adhere to these and are deemed to be putting others in danger are not included in all activities. Fully qualified RFU referee used.	Low	Dangerous behaviour, particularly when concerning the welfare of others, is unacceptable and necessitates exclusion from club activities		
CRFC 13	Unsafe behaviour/attitude	Team captains maintain appropriate discipline	Low	No		
CRFC 14	Lack of first aid equipment, inability to provide first aid.	A small amount of equipment but not enough. Medical kit should be brought to every training session and match.	Medium	Purchase a new first aid bag including neck brace		
Hazard Ref.	Potential Effect	Existing Controls in Place	Score Low/Medium/High Risk	Further Controls Required?	OFFICE USE Who By	OFFICE USE Target date
CRFC 15	Medical conditions of players	Coaches are made aware of potential conditions and potential problems/management as appropriate	Low	No		
CRFC 16	Low level of fitness	Players are considered responsible for their own fitness	Low	No		
CRFC 17	Injury to players, spectators and officials. Potential for violence and fighting, aggression between participants may result in fighting on pitch.	The rules of the game do not allow for violence and aggression, and so match officials deal with high levels of aggression throughout matches. There is always potential for injuries through aggression, and all members of the club are warned that violence is unacceptable, dangerous, and not in the interest of the club or of the game of rugby. Presence of RFU referee.	High	Penalising players who show high levels of aggression, warning players against aggression		
CRFC 18	Aggression from crowd	On rare occasions that a crowd are present they are kept away from the edge of the playing area	Low	No		
CRFC 19	The risk of injury is high throughout training, but is heavily increased during matches, with a high risk of serious injury increased by contact-nature of sport.	High levels of training are provided to make contact as safe as possible, although there is always a risk	High	Advanced training for member so the club, and not allowing players who are not fully trained to play full contact before they should		
CRFC 20	Transport	Transport to all games is provided by the parents	Low	No		
CRFC 21	Equipment in unsuitable condition	Equipment is checked before use. Old/faulty equipment is disposed of.				

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It is the responsibility of any coach, volunteer or club member who becomes aware of any activity or areas of risk or danger inside or outside buildings or the premises and surrounding area of the Club to act to halt any such activity or occurrence and to then bring this matter to the attention of the appropriate authority.