

Emergency and First Aid Procedures

Before a training session or match:

- Supervising coaches or captains should ensure that the team's first aid kit is always pitch side during games or training sessions and that their contents are maintained/updated on a regular basis. Also ensure that there is a mobile phone available in case of emergencies.
- For Junior Players, ensure that emergency contact details and medical disclosure files are available pitch side during games or training sessions and check the pitch using the risk assessment checklist.

In the event of an accident/emergency on the Hockey Pitches:

- Stay calm but act swiftly and observe the situation. Take any measures required to prevent further injury to other people and yourself.
- If necessary, evacuate the pitch in a calm and controlled manner and assemble at directed by the umpires or home team captain or manager.
- If there is an injury, listen to what the injured person is saying.
- Alert the First Aider who should take appropriate action for minor injuries.
- In the event of an injury requiring specialist treatment, call the Emergency Services.
- Do not move someone with major injuries. Wait for the Emergency Services.

- To call the Emergency Services, dial 999, ask for an ambulance and give the following details:

Location:

Streatham & Clapham High School
42 Abbotswood Road,
Streatham,
London,
SW16 1AW

Ambulances should be directed to enter the school via the back gate so they can more easily access the all weather pitch. In very severe case the ambulance can access onto the pitch through the double gates at the end of pitch.

- Send an adult to meet the emergency services.
- In the case of a junior team, appoint a second person to deal with the rest of the group and ensure they are adequately supervised.
- Contact the injured person's parent/guardian/next of kin on the emergency contact list.
- Complete an LWHC incident/accident report form (copies are kept in the first aid kits) and return to Liz Basson (Club First Aid Officer).

In the event of a Fire in the Club House:

- If you detect a fire, raise the alarm by shouting "Fire, Fire, Fire" and instruct all occupants to leave the building immediately by the nearest fire exit. Do not put yourself or others at risk by trying to fight the fire.
- To call the Emergency Services - dial 999 and give the following details:

Location:

Streatham & Clapham High School
42 Abbotswood Road,
Streatham,
London,
SW16 1AW

- If you hear the fire alarm shout of "Fire, Fire, Fire", leave the building immediately by the nearest available fire exit in a calm and orderly manner and proceed to the tarmac next to the all weather pitch. Do not stay to collect your personal belongings.

In the event of an accident or injury in the Club House:

- For minor injuries, there is a first aid kit in the Clubhouse, together with accident/incident report forms.
- In the event of an injury requiring specialist treatment, call the Emergency Services using the instructions above. Do not move someone with major injuries. Wait for the emergency services.
- Complete an LWHC incident/accident report form (copies are kept in the first aid kits) and return to Liz Basson (Club First Aid Officer).

Approved on behalf of London Wayfarers Hockey Club:

Signed

Date 30th November 2009

Name: M Dean
Position Chairman