

Fareham Hockey Club Limited



Safety Procedures Guidelines for Dealing with an Incident/Accident

- Stay calm but act swiftly and observe the situation. Is there danger of injury/further injuries?
- If necessary, evacuate the pitch in a calm and controlled manner and proceed to the school car park outside reception
- 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. A phone is available in the school reception and mobile phones are available pitch side
- Ensure that the rest of the group is adequately supervised
- Do not move someone with major injuries unless they are in serious danger of further injury. Wait for the emergency services
- Contact the injured person's parent/guardian/next of kin. If telephone number not readily available, contact Mrs Linda Young (juniors) on 07717 337303 or David Brocklebank (adult members) on 07770 613541.
- Complete an accident report form and return to David Brocklebank, Club Secretary, Fareham Hockey Club Limited.
- Retain a permanent record of any accident report forms for a period of 6 years, along with a log of the accidents.
- First Aid kits are supplied to each team and coach at the club and will be at pitch side.
- Where possible, make certain that there is a supply of ice is at the pitchside.
- Team Managers/Coaches are to ensure that First Aid kits are returned with a note of any of the contents that have been used, in order that they can be replenished before they are next needed.