



HEALTH AND SAFETY POLICY

INTRODUCTION

Andover Athletic Club is committed to encouraging its members to take part in the activities of the Club, but the health, well-being and safety of each individual is always our paramount concern. We recommend levels of training dependent on age and ability, expecting all our athletes to participate within these boundaries.

THE POLICY:

To support our Health and Safety policy statement we are committed to the following duties:

- Undertake regular, recorded risk assessment of the Club premises, athletics track and all activities undertaken by the Club. For the avoidance of doubt in place are
 - Charlton Lakes Track Facility Use Risk Assessment (which applies to regular scheduled training events)
 - Andover Athletic Club gym and clubhouse
 - Group specific risk assessments including COVID Risk assessments
 - Individual event risk assessments which shall be carried out prior to any organised event/activity e.g. competitions
- Create a safe environment by putting health and safety measures in place as identified by the assessments
- Ensure that all members are given the appropriate level of training and competition by regularly assessing individual ability dependant on age, maturity and development
- Ensure that all members are aware of, understand and follow the Club's health and safety policy
- Appoint a competent Club member to assist with health and safety responsibilities
- Ensure that normal operating procedures and emergency operating procedures are in place and known by all members
- Provide access to 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
- Provide guidance on track etiquette via the maintenance of a track etiquette guide
- Ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness.

Club Member Responsibility

All of us in our day to day lives are in some way responsible for aspects of health and safety. In this respect, we ask that if you see anything that worries you, appears to be hazardous or in need of maintenance around the club house or track, to inform one of the coaches or volunteers as soon as possible, and if you can help to rectify the problem that would be much appreciated.



AS A CLUB MEMBER YOU HAVE A DUTY TO:

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

FIRST AID INFORMATION:

Location: Charlton Lakes Athletic Track

WhatThreeWords: /// sailing.unspoiled.fire

Postcode: SP10 3LF

Location of First Aid Kit: Two first aid boxes are in the Clubhouse breakout area. This is signposted and can be accessed by anyone.

First Aid Folder: Located next to the two first aid boxes.

Telephones: There is no public telephone or land line on site. Use will need to be made of personal mobile phones.

First Aiders: There are 2 nominated first aiders, whose names are shown in the first aid boxes and the first aid folder.

A Defibrillator is located at Charlton Lakes café/play area.

- Any accident/incident must be reported and athletes (or other injured parties) are asked not to leave the premises without first informing their coach of an injury/accident. It is very important that all athletes seek help if they are injured in anyway. Likewise, if an accident is witnessed, then it must be reported and all athletes regardless of their age should be able to summon assistance.
- All Under 17 athletes are required, under UKA regulations, to be supervised for all aspects of their coaching. Whilst Under 11's have designated breaks within the clubhouse where they can access the facilities, such as the changing rooms and taps to refill water bottles; this is not the case for Under 13's and above. Any athlete wishing to excuse themselves from a training session to return to the clubhouse must inform their coach before doing so. They will then be required to cross the service road and enter and return from the clubhouse without supervision. NO Under 17 athlete is to use any gym equipment, or use any of the facilities as gym equipment, without direct supervision from a coach. NO under 17 athlete can leave a session early without informing their coach first.
- Please respect the Club's facilities and keep them clean and tidy. Bins are provided throughout the clubhouse. If you are disposing anything sharp, such as glass or twisted metal drinks cans please inform a coach/volunteer so that we can change the bin liners safely.

Adopted at the AGM 20.10.2022