



HASLEMERE HOCKEY CLUB

Health & Safety Policy

Scope of Responsibilities

Two astro pitches, Sports Hall with Changing Rooms and attached car park, the pavilion and attached car park are responsibility of Woolmer Hill Sports Association who carry out their own risk assessments.

Risk assessments by HCC for the playing facilities are to be undertaken annually and preferably before the start of each new season.

Risk Assessments

The club will maintain annually updated risk assessments focusing on the playing & training areas and associated facilities. The risk assessments will be signed off by the Chairperson with input from Director of Playing Arrangements, Director of Hockey, Director of Junior Hockey & Welfare Officer.

Risk assessments are to be made available to all club members on the website.

Emergency Procedures

The club chairman, with input from the board, is to update and sign off the Emergency Procedures prior to the start of each season.

Emergency Contact Information

All club members are required to provide emergency contact details on the Teamo app. For junior members, the parental contact details are to be used as the emergency contact details and the Director of Membership is responsible for making sure that this is available for all junior members.

Personal Protective Equipment

All junior members are required to provide for themselves and use at all times in both matches and training the following personal protective equipment:

- Shinpads
- Mouthguard
- Face protection whilst defending at short corners

Adult players are strongly recommended to wear the same. In adult matches, captains are required to ensure that junior players comply with this policy at all times. In training, coaches are responsible for the same.

Matchday / Training Session Responsibilities

Managers/Captains/Coaches (Lead Coaches at training sessions) are responsible for ensuring that an adequate first aid kit is available at all matches. These will be provided by the club, but captains must ensure that they are present and fully-stocked, informing the First Aid Officer, if resupply is needed and provide the appropriate injury form. Failure to adhere to this requirement puts us in breach of requirements to meet our insurance obligations, in breach of our reporting obligations to EH and will be treated as disciplinary issue by HHC.

Captains / Coaches are also responsible for ensuring that they are familiar with and follow the Emergency Procedures, having access to them either in hard copy or electronically on the website at all matches and training sessions.

Captains / Coaches should ensure that if they have any concerns about the safety of the playing facilities prior to a match that they raise them with the elected umpires and the opposition prior to the game commencing and take the necessary remedial action.

Safety Briefings

Prior to the start of each season, all Captains and Coaches are to attend a safety briefing led by a relevant member of the club board. This safety briefing is to ensure that all participants are aware of this policy and the associated Emergency Procedures. Attendance at this briefing is to be recorded and notified to the Director of Membership.

Incident Reporting

All incidents involving hospitalisation of a player, whether a home or away player during a match at Haslemere or a Haslemere player at an away match, or the involvement of the police or other emergency services, are to be recorded on an Incident Form and submitted to the relevant Director of Hockey, with the Club Welfare Officer informed if the incident concerns an under 18 year old. Incident forms are to be stored for a minimum of ten years (or until the injured party reaches 25 years of age, whichever is the longer) on the HHC Google Drive site in a limited access folder.

Where the incident has involved hospitalisation of or a head injury to a Haslemere Player, whether at home or away, the Club Welfare Officer should also complete the Injury Monitoring Form on the England Hockey Website, working with the relevant Director of Hockey.

Tomas Gee

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Chairman

October 2024