

# AR Health & Safety Policy

Aylsham Runners aims to promote the health, safety and welfare of all persons to whom we owe a duty of care, including athletes, volunteers, coaches, parents, spectators and visitors through a commitment to the development of a positive health and safety culture.

To achieve the highest possible standards, Aylsham Runners aims to, so far as is reasonably practicable:

- comply with all relevant health and safety legislation and guidelines;
- conduct risk assessments, ensuring actions arising are implemented and the risks are reduced to the lowest practicable level;
- provide defined procedures, which include safe methods of working for all those involved in the delivery of club activity;
- seek to prevent accidents, incidents, near misses and cases of work-related ill health;
- report any accidents, incidents, near misses and cases of work-related ill health arising from club activity and ensure the timely completion of investigations to prevent incident reoccurrence;
- implement emergency and first aid procedures;
- ensure mechanisms are in place to report hazards and identify and rectify faults;
- ensure suitable welfare arrangements are in place and provide a safe and healthy working environment for all those involved in club activity, and;
- provide appropriate information, instruction and supervision to ensure all those involved in club activity take care of their own safety and welfare and that of others.

Aylsham Runners are committed to the development of individuals involved in the delivery of club activity and aims to:

- establish an effective process that identifies how the health and safety responsibilities are allocated and communicated across the Club (*appendix 1*);
- communicate matters affecting health and safety, including day-to-day health and safety conditions, and;
- provide appropriate information and support to ensure all those with a responsibility for health and safety are competent in their role.

The Club Committee is responsible for the implementation and management of the health and safety arrangements that exist within Aylsham Runners and accepts this responsibility. The Committee will review this policy statement at least annually and any revisions will be made accessible to members.

Signed:   
Club Chair

Date: 3/3/2025

## **Appendix 1: Allocation of health and safety responsibilities**

It is a members responsibility to communicate with either a coach or committee member if they have any concerns regarding any element of health and safety either of themselves, another member or regarding a club session.

If can an incident was to occur at a club session, the procedure is as follows:

**Step 1:** *Member to inform coach of incident*

**Step 2:** *Coach to complete accident book (held by Chair and Welfare Officer) and to inform all other coaches of incident if appropriate to future session or to support the welfare of the AR member.*

**Step 3:** *Chair and Welfare Officer to follow up on incident with AR member as required.*