

Thornhill Cricket & Bowling Club : Emergency Procedures

These procedures are to be read alongside the club's First Aid policy.

Stay calm, observe the situation and act swiftly.

Listen to what the injured person is saying

Is there a danger of further injuries ?

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.

Deal with the rest of the group and ensure they are adequately supervised.

Do not move someone with major injuries : wait for the emergency medics.

Contact the injured person's parent / guardian / partner.

Complete an incident / accident report form in line with First Aid requirements.

The coach / captain responsible for the match / session should have a charged mobile phone available at all times should an emergency arise.

Members should not put themselves in danger during an emergency incident. Contact the Emergency Services and wait for their arrival

In the case of fire, the building should be evacuated by the nearest available exit and everyone should move away from the building and meet on the far side of the car park to await direction from the emergency services

The coach should check that all players are accounted for

The care of any under 18 member must be in line with the club Safeguarding Policy and Code of Conduct for Coaches, Officials & Volunteers.

Players going to use the toilet facilities should let another player they are going. Under 18s should go in pairs letting someone know they are going.

An Incident Report form should be completed for all incidents except where the incident is covered by the First Aid Policy and the First Aid report form. This should report the following information.

Date & Venue. Names of the injured and those involved. Description of the incident. Names of those dealing with the first aid treatment. Action taken afterwards..

Each section is responsible for dealing with its own safeguarding and welfare issues in accordance with its own policies but any incident which is reported should also be reported to the TCBC Ltd Safeguarding Officer so that all incidents can be recorded centrally and monitored .