



HEALTH AND SAFETY POLICY STATEMENT

Solihull Canoe Club is strongly committed to encouraging our members and non-members attending 'taster' sessions to take part, but the health, well-being and safety of each individual is always our paramount concern. We recognise that we have a duty of care to members and those visiting the club. We recommend levels of training dependent on age and ability and expect our junior athletes to participate within these boundaries.

HEALTH AND SAFETY 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 and all activities undertaken by the Club.
- Create a safe environment by putting health and safety measures in place as identified by the assessment.
- 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.
- Ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness.

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.

- Follow the Club's Health and Safety Guidelines for Paddlers (on the [website](#) and in the members' handbook)
- Co-operate with the Club on health and safety issues.
- Correctly use all equipment provided by the Club.
- Not interfere with or misuse anything provided for your health, safety or welfare.

CLUB HEALTH AND SAFETY OFFICER: Chris Thompson

FIRST AID: First aid facilities are located in the clubhouse male changing room and in the BA storage area

QUALIFIED FIRST AIDERS:

- Mark Bache
- Geoff Barber
- Julia Lawley
- Melissa Leffler
- David Rimington
- Ninian Bowman
- Mark Jones
- Maskeen Ali
- Duncan McCardle
- Phill Lloyd

ACCIDENT/INCIDENT REPORTING:

Definitions:

- Accident – Unplanned and uncontrolled event, which led to injury to persons, property damage or some other loss.
- Incident – Unplanned and uncontrolled event, which could have led to injury to persons, property damage or some other loss.

Action to be taken in the event of an accident/incident:

- Make area safe
- Contact first aider if there is an injured person
- If necessary contact the emergency services
- Coach/ Leader to complete the form in the accident book in the male changing room, take the form away and then scan it or give it to Julia Lawley. **For confidentiality reasons, completed forms must not be left in the clubhouse**
- Accidents/incidents must be reported to Paddle UK see <https://paddleuk.org.uk/online-incident-reporting/>
- So that we are covered by our insurance, an incident **must** be reported to Paddle UK if it has resulted in:
 - An injury to a person
 - Medical assistance being provided or an ambulance called
 - A report under RIDDOR (major incidents in the workplace) or
 - Damage being caused to property, equipment, vehicles etc
- If in doubt contact Paddle UK <https://paddleuk.org.uk/contact-paddleuk/> for guidance.