



TANKERTON FOOTBALL CLUB

www.tankertonfc.co.uk

Registered Charity no. 1154570

Tankerton Football Club (TFC) Health & Safety Policy

All persons involved with TFC FC as a coach, a player or a volunteer helper, shall read and understand that they will endeavour to comply with the following club health and safety policy.

1. Policy Statement

The Club is committed to a safe environment for all players, coaches, officials volunteers, parents/guardians and supporters. It will promote standards of health, safety and welfare within football and will ensure compliance with all relevant statutory provisions. The Club will ensure that suitable and sufficient risk assessments are conducted, that procedures and safe systems are implemented in accordance with all current statutory provisions and that all reasonable and practicable measures are taken to avoid risk. Safe practices will be adopted, and continuous improvement will be sought through regular audits and reviews.

Appropriate instruction and training will be provided together with adequate resources to ensure that the successful management of health and safety is conducted within the Club and that this policy is collectively implemented. This policy together with arrangements and procedures will be reviewed regularly and revised and updated, as necessary.

It is our policy, as a football club, to maintain these high standards and to encourage all persons associated with the club (including players, managers, coaches, parents together with those persons and supporters of visiting

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teams) to provide a safe environment for the development of those playing football.

2. Responsibilities

The Clubs Officers, and team managers/coaches are responsible for ensuring that the Club's Health & Safety Policy is implemented and that as far as is reasonably practicable a safe operating environment exists in their areas of operation and activities are conducted in such a manner as to minimize the risk to health and safety.

3. General Health and Safety Policy

All members and visitors have an obligation to take reasonable care for the health and safety of themselves and other persons who may be affected by their actions and cooperate with the Club to enable any such duty to be complied with. Any hazardous situation should be reported to the Club Secretary who in turn shall advise the Committee.

The Club will ensure that:

- i. Goalposts are erected and maintained in accordance with FA Guidelines - (see extra advice below)
- ii. All equipment used during training and official matches is well maintained and fit for purpose.
- iii. Hazardous substances are kept in accordance with COSHH Regulations, and a review is to be held by the Club Secretary.
- iv. All ground maintenance equipment is properly maintained and only used by authorized personnel.
- v. An electrical survey is conducted by a qualified electrician in line with regulatory requirements and at a minimum every three years.
- vi. Each team in the Club will have at least one trained First Aider in attendance at matches (all coaches should be trained First Aiders). A trained First Aider is defined as a person who has attended a First Aid Training Session as recognised by Kent FA and holds a valid certificate not more than three years old.
- vii. The Club's Child Safeguarding Policy and Codes of Conduct are maintained and adhered to.

4. Health & Safety at Events

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All persons involved in any event organised by the Club shall have and wear the correct clothing and equipment to participate in the event. The person responsible for the event shall ensure that:

- i. There is a competent person to administer first aid.
- ii. There is a suitable first aid kit available at the event.
- iii. There is a telephone available for emergency use.
- iv. The full address of the location where the event is taking place is known.
- v. All participants are fully warmed up and prepared for the event they are to participate in.
- vi. A visual risk assessment should be carried out prior to any event commencing, this will include – ensuring the area to be used and the surrounding area is free from any obstacles, ensuring the equipment to be used is suitable for its intended use i.e. goal posts are safe, corner flags are to the correct height, balls etc do not have splits, ensuring that the participants have the appropriate clothing and appropriate equipment.
- vii. A Parent/Guardian consent form is required prior to any person participating in an event indicating any medication or allergies which the person may have. This must be signed and dated by the Parent/Guardian.
- viii. In the event of a person receiving an injury, an ‘Incident Report Form’ is required to be completed. Once this has been completed it is to be given to the Club Secretary.

5. Goalpost Safety Guidelines

The Football Association, along with the Department for Digital, Culture, Media and Sport (DCMS), the Health and Safety Executive and the British Standards Institution, would like to draw your attention to the following guidelines for the safe use of goalposts. Too many serious injuries and fatalities have occurred in recent years as a result of unsafe or incorrect use of goalposts. Safety is always of paramount importance and everyone in

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football must play their part to prevent similar incidents occurring in the future.

1. For safety reasons goalposts of any size (including those which are portable and not installed permanently at a pitch or practice field) must always be anchored securely to the ground. Portable goalposts must be secured by the use of chain anchors or appropriate anchor weights to prevent them from toppling forward.
2. It is essential that under no circumstances should children or adults be allowed to climb, swing on or play with the structures of the goalposts. Particular attention is drawn to the fact that if not properly assembled and secured, portable goalposts may topple over.
3. Regular inspections of goalposts should be conducted to check that they are kept properly maintained. Portable goalposts should not be left in place after use. They should be dismantled and removed to a place of secure storage.
4. It is strongly recommended that plastic hooks should only secure nets or tape and not by metal cup hooks. Any metal cup hooks should be removed and replaced. New goalposts should not be purchased if they include metal cup hooks, which cannot be replaced.
5. Goalposts which are “home-made,” or which have been altered from their original size or construction should not be used. These have been the cause of a number of deaths and injuries.

Guidelines to prevent toppling – follow manufacturer’s guidelines in assembling goalposts. Before use, the responsible coach(es) should:

- i. Ensure each goal is anchored securely in its place.
- ii. Exert a significant downward force on the cross bar.
- iii. Exert a significant backward force on both upright posts.
- iv. Exert a significant forward force on both upright posts.

These must be repeated until it is established that the structure is secure. If not, alternative goals/pitches must be used.

For reference, you should note that The FA and BSI have developed a standard for future purchases (PAS 36:2000), available from BSI. It is hoped this will be developed into a full British Standard in due course.

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REMEMBER TO USE ALL EQUIPMENT, NOT JUST GOALPOSTS, SAFELY AT ALL TIMES

6. To support our Health & Safety Policy we are committed to the following duties:

- i. Undertake regular, recorded risk assessment of the club premises and all activities undertaken by the club.
- ii. Ensure that all members are given the appropriate level of training and competition by regularly assessing individual ability dependent on age, maturity and development.
- iii. Ensure that all members are aware of, understand and follow the club's health & safety policy.
- iv. Appoint a competent club member to assist with health and safety responsibilities.
- v. Ensure that normal operating procedures and emergency operating procedures are in place and known by all members.
- vi. Provide access to adequate first aid facilities, telephone and qualified first aider at all times.
- vii. Report any injuries or accidents sustained during any club activity or whilst on the club premises (during the time of training or matches).
- viii. Ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness.

7. As a TFC Manager you have a duty to:

- i. Take reasonable care for your own health & safety and that of others who may be affected by that you do or do not do.
- ii. Co-operate with the club on health & safety issues.
- iii. Correctly use all equipment provided by the club.
- iv. Not interfere with or misuse anything provided for your health, safety or welfare.
- v. Complete a full risk assessment of your training ground and send a copy to the Chair prior to the beginning of each season.

8. First Aid:

- **Location of first aid facilities:** First Aid bag MUST be carried by the coach to every team game and training session.

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- **Location of telephones:** A charged mobile telephone MUST be carried by the coach to every training session and every match.
- **Qualified First Aiders:** All coaches are qualified first aiders.

9. Risk:

- i. A Risk Assessment Form is available on the TFC website for Seaview and the Whitstable School training venue.
- ii. Each event organisers, team managers are mandated to complete one for any new event /event location and ensure one is forwarded by the opposition for away matches/venues.
- iii. The completed form is to be passed to the Club Secretary who will keep it on file for 12 months.
- iv. The Club Secretary will identify and address any trends in conjunction with the Executive Committee. In addition, on a bi-monthly basis, the CEO in conjunction with the Head Coach will be responsible for undertaking an assessment of all training and playing equipment and for completing and signing off the “TFC Equipment Assessment Form.”
- v. This form must be kept for 12 months from the date of inspection by the Club Secretary.
- vi. Any equipment deemed to be unsuitable must be removed from general access and reported to the Executive Committee. The Committee must decide whether the item(s) should be repaired, replaced or discarded.

10. Equality, Safeguarding and Equal Opportunities Statement

TFC, in all policies and procedures, will promote equality of opportunity for all players and volunteers from all social, cultural and economic backgrounds and ensure freedom from discrimination on the basis of membership of any group, including gender, sexual orientation, family circumstances, ethnic or national origin, disability, religious or political beliefs.

TFC aims:

- To provide equal opportunities for all
- To foster good relations and create effective partnerships with the

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local

- community.
- To provide an environment free from fear and discrimination, where diversity respect and dignity are valued.

All aspects of safeguarding will be embedded into the life of the club and are to be adhered to and be the responsibility of all.

11. General Conclusion

It is the responsibility of a coach, volunteer or club member, who becomes aware of any activity or areas of risk or danger inside buildings or outside within the boundaries of the club's land to resolve the risk if possible. If they unable to do so then they should suspend the activity, training or match and in all cases bring the matter to the attention of the appropriate authority for urgent action.

Signed:

CEO Date.....

Child Protection..... Date.....
/ Welfare Officer

Policy Version Control. Summary of Changes:

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