**Ponteland Runners Health and Safety Policy**

This is the Club’s health and safety policy and sets out the health and safety aims of the Club and guidelines for the Club and its members.

**The Club’s Aims**

The Club aims to protect the health and safety of all members engaged in club sessions and all members participating in Club competition, so far as it is able to.

This includes:

* providing helpful guidance to members verbally and via the club website and facebook pages.
* ensuring that Club leaders and coaches have appropriate training to lead Club training sessions, and provide details of the Club coaches and leaders on the Club website
* providing suitable equipment for Club training sessions (where appropriate) and at Club events including First Aid and Welfare facilities.
* ensuring that any organised Club races or Club event is subject to a suitable and sufficient risk assessment.

**Members**

Members should familiarise themselves with this guidance. All members have a responsibility to do their best to prevent harm to themselves, their fellow runners and members of the public. All members should recognize and acknowledge that they have a duty of care to not willfully injure or harm themselves or others by negligent acts or omissions.

**Health and Safety Guidelines**

All Members agree to abide by the following rules:

**Safety –** All members must take responsibility for their own safety and take care when running with others in a group. Members should be considerate of others and conduct themselves safely. Members should also be mindful of injuries and consider whether or not it is appropriate to attend club sessions whilst injured, and should seek advice from professions outside of the Club on this where appropriate.

**Routes:** Run leaders are responsible for planning appropriate routes, including routes which are safe and well lit in the winter. Runners should, when unable to use footpaths, aim to run in the face of oncoming traffic or to the left on bends to ensure the best visibility for both cars and runners.

**Appropriate clothing:** It is a requirement of the club that Members must wear Hi-Vis clothing and/or lights during the period of the year where the sessions are run at night in the dark. Members not wearing hi-vis will be reminded but if hi vis is consistently not worn by individuals members they will be told not to participate in future club sessions until they are appropriately dressed. Aside from that, each member must take responsibility for ensuring that they wear the appropriate clothing for the session planned and the Club endeavours to give reasonable notice to members if a session will be off road or require specialist footwear.

**Medical Conditions and Injuries:** It is the responsibility of the member to determine whether or not they are fit to take part in run sessions and should seek appropriate medical advice in respect of the same. All members attending sessions shall be deemed by the Club as fit to attend.

The Club uses runtogether to sign up to sessions and members are asked to disclose medical conditions so that run leaders and the Club generally have access to that information in the event of an incident or accident during the session.

**First Aid:** As the Club’s run sessions are taken by Run Leaders (as opposed to Coaches), first aid is not a requirement for the leaders. The club does have a number of first aiders available though and encourages leaders to take a first aid course.

**Staying together:** The Club aims to ensure that groups out running together stay together. Regular loop backs by faster runners to gather up the slower runners are in place. Members should though take care to listen to the route and the proposed loop back and meeting points along the way to assist with this approach. Leaders and Coaches are responsible for counting the Members in their group and making sure that no-one is lost or left behind. Any runners who decide to leave a session before the end must notify the run leader.

**Accident/Incident Reporting:** Run Leaders should carry a mobile phone so that emergency phone calls can be made in the event of an incident/accident.   In the event of an incident, uninjured and unaffected members should first check if anyone is injured and ensure that any injured person is kept as safe as possible. It is advisable for at least one member to stay with the injured person, who should not be moved unless their location is immediately life threatening. Depending upon the severity of the injury suffered by any member, the appropriate calls and arrangement should be made, such as to emergency services or to the members emergency contact. If appropriate, emergency services should be contacted using 112 from a mobile phone as it will record your location; alternatively use 999. Finally, a member of the committee should be informed as soon as is practically possible in order that relatives can be informed and incident records made.

The Club uses Runtogether and members are required to list an emergency contact, the phone number of which run leaders will have available to them in the event of any such incident.

Any incidents should be reported to a club committee member for future reference, and for making known to members when appropriate. Actual incidents involving any member or third party must be notified to the Club Chair and shall be formally recorded in accordance with England Athletics guidelines.

**Reporting:** Club members, Lirfs and Coaches should report any problems encountered whilst out running, such as weather issues, dangerous routes, potholes and pavement problems.

**Club Events:** At present the Club does not organise any events, however if any sports events are organised by the club, they shall be kept under review and if necessary allocated members shall undertake and record risk assessments and Event Health and Safety Plans. All events shall be staged in accordance with the rules and guidelines stipulated by England Athletics and their insurers.

**Welfare:** please see the Club’s safeguarding policy.

**Risk Assessment**

The Club has a risk assessment for its run sessions which can be viewed on the website.