

Tweedmouth Rangers Football Club
Old Shielfield Park
Berwick upon Tweed
First Aid Plan

Introduction

This policy should be read in conjunction with the Health and Safety Policy, and the Spectator Safety Policy document.

Tweedmouth Rangers Football Club is a member of the East of Scotland Football League.

It is the policy of Tweedmouth Rangers Football Club to take all reasonable and practicable steps to safeguard the Health and Safety and welfare of all employees at work and to protect all other persons against hazards to Health or Safety arising out of the Clubs activities. This document details the Club's first aid plan.

Purpose

This plan is to provide guidance to staff on the provision of first aid in our workplace (Old Shielfield Park Berwick upon Tweed). We are committed to providing a safe and healthy environment for all staff, supporters, or other visitors, and the appointment of qualified first aid officers will ensure that anyone on our premises will have access to first aid assistance should an injury or illness occur.

All Tweedmouth Rangers Football Club members of staff have a duty of care, to themselves and others within Old Shielfield Park, to provide assistance when required, to the level of their competence, including calling on expert assistance when necessary, as set out in this first aid plan.

First Aid Procedures

1. First Aid Officers

- Tweedmouth Rangers FC will train an appropriate number of personnel to the standard of Sports Injury Training, carried out by an approved body.
- Tweedmouth Rangers FC will maintain a register of all personnel who have a Sports Injury certificate.
- Tweedmouth Rangers FC will ensure that a minimum of one person holding a Sports Injury certificate will be present at each home game.
- For each home game a lead First Aid Officer will be appointed by either the; Chairman or Secretary.

2. First Aid Officers Responsibilities

First Aid Officers must:

- Provide initial first aid attention when necessary to members of staff and the public whilst within Old Shielfield Park.
- Must remain with an injured or ill person until no further treatment or assistance is required, or until the person is handed over to ambulance or other medical personnel, unless the officer's personal safety is at risk.
- Recognise their limitations and only administer or carry out duties that have been included in their training.

- Ensure the Club's accident book is updated for the treatment of any person in relation to any injury/incident. The Club accident book is kept in the First Aid Room.
- Ensure that they are aware of the location of the Clubs first aid kits and medical room.

3. Absence Of First Aid Officers

In the event of a First Aid Officer not being immediately available to administer first aid in an emergency, Tweedmouth Rangers Football Club staff should:

- If possible escort the patient to the Wansbeck Hospital
- If possible escort the patient to Berwick Infirmary
- Call an ambulance.

Wansbeck Hospital is approximately 45minutes from Old Shielfield Park by car. Berwick Infirmary is approximately 5 minutes away by car.

4. Staff Awareness

All staff will be advised of the nature of first aid facilities in Old Shielfield Park; the location of first aid kits; the names of first aid officers; the procedure to follow when first aid officers are absent, and the procedures to be followed when first aid is required.

This will be communicated to all Tweedmouth Rangers FC personnel at the start of each new season, or if a new member joins the Club. The first aid plan will also be published on the Tweedmouth Rangers Football Club web site, along with all other policies and documentation.

5. First Aid Kit

- Tweedmouth Rangers FC will have available at each home game a mobile first aid kit which has been approved by the Club associate Doctor.
- Tweedmouth Rangers FC will have available a static wall mountable first aid kit located in the medical treatment room. This cabinet will meet the requirements of the Health and Safety (First Aid) (1981) act, and will be suitable for up to 50 persons.
- Tweedmouth Rangers FC will have available for each home game a mobile 50 person first aid kit.
- Tweedmouth Rangers FC will have available for each away game a mobile players first aid bag which has been approved by the Club associate Doctor.
- Tweedmouth Rangers FC will have available for each training session a mobile players first aid bag which has been approved by the Club associate Doctor.
- First aid kits will be under the control of trained first aid personnel.
- A list of all personnel who have the Sorts Injury certificate will be placed near the first aid kit in the medical room.
- Tweedmouth Rangers FC will ensure that all first aid kits under their control are fully stocked and will carry out regular audits on the contents, and arrange to replenish supplies when required.

The minimum items held in each first aid kit are detailed as follows:

Static First Aid Kit in medical room:

Item Required

Number
Assorted Sterostrip Wash-proof plasters
60
'Steropax' Standard Eyepad Dressings
6
'Steropax' Standard Dressings (Medium)
12
'Steropax' Standard Dressings (Large)
4
Triangular Bandages
8
Alcohol Free Cleansing Wipes
20
Safety Pins
12
Pairs of Disposable Gloves
3
Foil blanket
2
Scissors. blunt nosed
1

Mobile First Aid Kit:

Item Required
Number
Assorted sterile adhesive plasters
60
Eyepads
6
Standard Dressings (Medium)
12
Standard Dressings (Large)
4
Triangular Bandages
8
Alcohol Free Cleansing Wipes
20
Safety Pins
12
Pairs of Disposable Gloves
3
Foil blanket
2
Scissors. blunt nosed
1

Mobile Players First Aid Bag:

Item Required
Number
Plasters 10cm x 9cm

4
Crep bandage 7.5cm x 4.5m
1
Triangular Bandages
1
Zinc Oxide
1
Sterile dressing 12cm x 12cm
1
Cotton buds
10
Elastic adhesive bandage 2.5cm x 4.5m
1
Alcohol Free Cleansing Wipes
1
Pairs of Disposable Gloves
1
Sterile swabs 10cm x 10cm
5
Instant ice pack
1
Foil blanket
1
Scissors. blunt nosed
1

6. Medical Certificate

Tweedmouth Rangers FC will obtain a yearly medical certificate which is issued by the SFA chief Medical Officer. This is normally renewed in August of each year.

Document Control

Mandatory Review Date (To be reviewed and published annually).

Review Date: 1st July 2019

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