

Annex – B to Yate & Sodbury Constitution & Rules**Health & Safety Policy****Policy Aims**

The aim of this policy is to ensure:

- Compliance with the Health and Safety Executive (HSE) directives
- Safety is considered across all YASS activities.
- Members understand their own role and the role of the club officers in the event of any incidents or accidents.
- General guidelines for safe participation are summarised and shared.
- YASS offers various group running activities for members and club visitors throughout the year. Our regular weekly schedule may include morning, afternoon and evening on and off-road runs or track sessions. The club also stages a number of races and events that are open to all entrants. Participant fitness and athletic ability can be diverse, ranging from 3.5 mph to 7+ mph.

Responsibilities

- Responsibilities for health and safety (H&S) rest with the individual taking part, the run leader or coach and the club committee:
- Every participant is responsible for their own personal safety; they should be fit enough to take part in their chosen group session and correctly equipped (e.g. suitable footwear and clothing, and “in-case of emergency” (ICE) contact information).
- The club committee has a duty of care responsibility for club activities and seeks to ensure YASS H&S arrangements are fit for purpose.
- Liability insurance for club activities is provided through England Athletics (EA).

YASS will:

- Undertake routine, recorded risk assessments on key activities undertaken by YASS, and publish these assessments and any further safety guidance on the YASS website as an Annex to the Constitution and Rules.
- Create a safe environment by putting safety measures in place - identified by risk assessments.
- Ensure appropriate guidance on running safely is shared with participants*.
- Ensure Run leaders and Coaches are licensed and have appropriate training*.
- Where possible, provide suitable access to basic First Aid and Welfare Officers*.
- Encourage the reporting of injuries or accidents sustained during any club activity.
- Any Accident or incident should be reported to the Chairperson by the coach or run leader or other responsible member in writing (e-mail, whatsapp etc) as soon as possible after the event.
- Stage club events in accordance with the rules and guidelines stipulated by England Athletics (EA) and their insurers.

**Refer also to Notes at the end of this document.*

Members will:

- On application for club membership (and at membership renewal) confirm acceptance of responsibility for their own personal health & safety.

- Complete, sign and submit to the Member Secretary the Club's Fitness Self Declaration form (Annex E).
- Conduct themselves in a manner to prevent harm to others in the running group or to members of the public.
- Adhere to basic H&S principles when running and follow safety advice from the Run Leader or event officials.

Running Safety Guidelines

General:

- Where different paced run groups are offered, choose the group best suited to your ability or preferred pace.
 - Keep within sight of your group and alert your Run Leader (or another runner) if you feel at risk of getting left behind. Faster runners will muster (loop back) at regular intervals or when requested to by the Run Leader.
 - If you need to leave the run for whatever reason notify the session leader. If you cannot reach or interrupt the leader, ask a member of your group to notify them for you.
 - When running in low light or poor visibility wear hi-viz, reflective clothing, and wear a running torch so you can be easily seen by drivers and others. Avoid dazzling fellow runners and do not use a flashing light setting as this causes problems for any runner with light sensitivity.
 - Carry accessible identification and emergency next of kin contact details (e.g., an ICE band or tag).
 - Consider adding and maintaining ICE data to your England Athletics (EA) user profile. Such data could prove invaluable should you become unexpectedly separated from your run group.
 - Do not wear in-ear headphones.
 - Warn other runners around you of impending hazards such as obstructions, low-hanging branches, brambles, unsafe surfaces, damaged pavements or stiles etc.
 - Look out for the other runners within your training group, if someone is struggling make sure that they are not left on their own and/or alert the Run Leader.
- ### Medical Conditions
- Do not run if you are feeling unwell or displaying symptoms of any transmittable illness (e.g. Covid).
 - Where relevant, runners with pre-existing medical conditions are strongly advised to carry accessible relevant health information with their ICE data.
 - If you have concerns that illness or injury may impact your ability to complete a session, please let your Run Leader know what adaptation may help you.
- ### Road Safety
- You are responsible for your safety so approach roads/junctions with caution and do not blindly follow other runners across. Always check first!
 - Give way to other pedestrians/path users when necessary.
 - When running along roads without footpaths:
 - To keep right to face any oncoming traffic (move to the left if safe to do so where the road bends and forward visibility is limited).
 - Be prepared to run in single file and keep close to the side of the road. Reporting Accidents or Incidents*
 - Members are encouraged to alert Run Leaders to accidents or incidents of which they may be unaware - especially if the hazard can be reduced and/or communicated to others.

*Should a welfare matter arise please report this to the Club Welfare Officer**

***Notes:**

Communication Safety information is communicated using a number of methods: via Run Leaders and Coaches at run sessions; via the club website and Facebook group and via periodic newsletters.

All club policies are available on the YASS website or from the Club Secretary

Run Leader Cover Scheduled club run groups and track sessions are led by qualified Run Leaders or Coaches, licensed by England Athletics (EA). If the leader is unable to attend and lead the session due to unforeseen circumstances, then an unqualified leader may volunteer to lead the session on an informal basis. This is acknowledged within this policy and by our insurers via England Athletics.

First Aid

England Athletics Licenced Coaches and Run Leaders will be qualified in basic first aid through the on-line training provided by England Athletics. Coaches and Leaders are advised to carry a basic first aid kit during the sessions they lead.

Welfare officers provide a vital role in helping safeguard the health and well-being of members. Please refer to our website Contact Us page for details of who our club welfare officers are.

Accidents & Incidents

An accident is defined as an event that results in injury or ill health. In this policy we extend this definition to include unintended damage to property.

An incident is defined as a near miss or dangerous occurrence ('lucky escape') where it has had the potential to result in injury or damage.

In the event of an accident or incident the Coach or Run Leader will ensure the well being of members as a priority, ensuring safety and applying first aid and, where necessary, calling for professional medical services. The alerting of next of kin, will be a secondary priority.

Accidents will be reported to the Committee for assessment and where necessary reported to England Athletics via the club portal accident reporting process, by the Welfare Officer.

End.