

RHYL AND ST ASAPH ANGLING ASSOCIATION

Member of: The Angling Trust. Fish Legal. Wild Trout Trust. Federation of Clwyd Angling Clubs.

SAFETY POLICY

POLICY STATEMENT

RHYL AND ST ASAPH ANGLING ASSOCIATION is committed to ensuring that it will do all that is reasonably practicable to prevent injury and damage to property. We will have due regard for protecting all other people who encounter the Associations activities.

When dealing with health and safety issues officials, members, and volunteers carrying out activities have a clear understanding of the need to operate within the context of this policy and arrangements.

Officials, members and volunteers involved in events or work parties will take all reasonable steps to safeguard all those taking part in activities and those who may be affected by them.

RHYL AND ST ASAPH ANGLING ASSOCIATION will cooperate with other organisations (landowners etc) to ensure risks are properly controlled.

HEALTH AND SAFETY ARRANGEMENTS

Duty of Care

RHYL AND ST ASAPH ANGLING ASSOCIATION requires that all people involved in organising activities, work parties and day to day management consider the consequences of their acts and omissions and ensure that those acts/or omissions do not give rise to a foreseeable risk of injury to any other person.

Risk Assessment

RHYL AND ST ASAPH ANGLING ASSOCIATION will ensure that suitable risk assessments are carried out and the results of the assessments are implemented. The aim of risk assessment is to avoid harm and to promote the health, safety and welfare of all involved or who may be affected by an activity (work or leisure). As members of RHYL AND ST ASAPH ANGLING ASSOCIATION, administrators and event organisers have not only a moral but also a legal responsibility to ensure that club activities and any organised events are as safe as practicably possible. Risk assessments will be carried out with a view of minimising risk as well as reducing the likelihood of accidents happening; in the event of an accident it will also reduce the chance of serious injury or ill health

Risk Assessment procedures require the Assessors to consider:

- Hazards** – anything that has potential to cause harm.
- Who** could be affected
- Measures** already in place – to avoid possible harm
- Risk** – the likelihood that something could happen, on a scale of ‘high’, ‘medium’, ‘low’
- Further** actions – what more can be reasonably done to reduce the likelihood of an accident happening.

The Risk Assessment document will be completed and signed by the responsible person (administrator or organiser), key actions will be conveyed (where appropriate read and understood) to all participating so that they know and understand what is expected of them.

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KEY RESPONSIBILITIES

Person in charge:

Current chairman

- Ensure this policy is adhered to
- Ensure Risk Assessments have been carried out
- Brief other officials/participants on all matters relating to organisational activities
- Especially risk management and allocation of equipment and resources

Officials & Organisers

Club officials, administrators and/or organisers (persons in charge of a work activity or events) are primarily responsible for ensuring safety is properly managed. He/she has the responsibility to undertake all measures available to ensure the safety and well-being of all persons taking part in an activity/event and those who could be affected by the event. The success of an activity/event depends on effective management.

The event organiser must ensure that there is effective:

- Planning
- Delegation
- Resources allocation (people and equipment)
- Decisions making
- Clear (and effective) communication

Responsibilities of volunteers

- Turn up at venue in sufficient time to prepare for the event/activity.
- Attend pre activity briefing (and debrief if required)
- Carry out allocated duties in a professional manner

Specific procedures when working with young people

RHYL AND ST ASAPH ANGLING ASSOCIATION has a Child and Vulnerable Adult Policy. All officials, organisers and volunteers carrying out activities for the association will comply with its contents. People working for the RHYL AND ST ASAPH ANGLING ASSOCIATION must be aware of the legal requirements regarding the supervision of young people.

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COACHES AND HELPERS

All coaches participating in activities organised by RHYL AND ST ASAPH ANGLING ASSOCIATION must hold a coaching licence issued by Angling Cymru. These licences are issued annually to coaches who have attained a UKCC coaching qualification in angling.

Level 1 coaches must also have a current Disclosure and Barring Service (DBS) Enhanced Certificate and a Safeguarding and Protection of Children certificate.

Level 2 coaches in addition are required to have an Emergency First Aid certificate. Safeguarding attendance certificates are issued by Sports Coach UK.

All the above are valid for 3 years and coaching licences are only issued on production of valid documentation.

During events and activities, the maximum ratio of responsible adults (coaches) to participants should be 1:4 as recommended by the Angling Development Board (ADB).

FIRST AID & INCIDENT REPORTING

First Aid

All responsible persons must have attended basic first aid instruction.

Incident reporting procedure

In the event of an incident or accident involving personal injury the following procedures must be followed:

- All injuries other than minor cuts and abrasions should be recorded in the accident book. It is a requirement that both the injured party and the responsible person sign the book. If the circumstances of the accident are not clear - notes of the accident must be made in the book.

If there are doubts about the nature or seriousness of the injury, the responsible person will ensure the injured person is given appropriate medical attention as soon as possible.