

Policy statement

Part 1: Statement of intent

This is the health and safety policy statement of:

Farnham Runners

Our health and safety policy is to:

At Farnham Runners, the health, wellbeing and safety of our members is always our paramount concern. We are committed to encouraging our members to take part in running for fun, training and in competition for the club, and we endeavour to ensure they can always do this safely. We provide a choice of training runs at different distances and paces, as well as hill and speed training. We expect our members to select an appropriate group dependent on their ability and experience. Farnham Runners is committed to provide a safe training environment for our members as far as is reasonably practical. We also organise open races where we are committed to provide a safe environment for all participants, volunteers and spectators as far as is reasonably practical.

In support of this statement, we are committed to carry out the following:

- Undertake risk assessments of all activities undertaken by the club.
- Create a safe environment by putting health and safety measures in place as identified by the assessments. Ensure that all coaches and group leaders are given the appropriate level of training by providing leadership guidance, and encouraging them to take suitable England Athletics courses.
- Ensure that equipment is stored safely and is in a good, safe condition for use.
- Ensure that all members are aware of, understand and follow the club's H&S policy. Appoint one or more committee members to deal with health and safety responsibilities. Ensure that normal operating procedures and emergency operating procedures are in place and known by all members.
- Ensure that the club has access to adequate first aid facilities (first aid box, defibrillator). Logging injuries or accidents sustained during any club activity or whilst on the club premises via the EA reporting page <https://www.mysporthost.com/HealthAndSafety/>
- Ensure that the club has civil liability insurance through membership of EA, and follows the terms of the insurance policy.
- Ensure that the implementation of this policy is reviewed regularly and monitored for effectiveness.

Nicola O'Connor, Chair

March 2023

Part 2: Responsibilities for health and safety

1 Overall and final responsibility for health and safety:

The Farnham Runners Committee has overall responsibility for H&S policy. As a committee, we will ensure that H&S standards are maintained through:

- risk assessments, including those for races/events
- monitoring the condition of club equipment
- incident reporting
- sharing information and consulting with members
- sharing information with race participants and volunteers

2 Day-to-day responsibility for ensuring this policy is put into practice:

Club members and the committee members have a duty to:

- take reasonable care of their own health and safety and that of others who may be affected by what they do or not do.
- assess their own fitness and suitability to take part in training and races
- cancel activities if conditions dictate, for example in the case of extreme weather events - work with the club on health and safety issues.
- correctly use all equipment provided by the club
- not interfere with or misuse anything provided for their health, safety or welfare.

We also strongly advise the following

- run leaders are encouraged that they carry a mobile phone in the event of an accident or injury
- members are encouraged to use the Spond app which provides emergency contact details
- all members are required to run in hi-viz reflective clothing or with head or body torches dictated by light and route

3 To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

n/a

Part 3: Arrangements for health and safety

Risk assessment

Risk Assessments

We provide risk assessments for our group runs on the roads and trails in the local area. We provide separate risk assessments for our track, hill and park training sessions. We provide risk assessments for open race events.

First Aid Equipment

There is a first aid kit in the main bar area. There are small first aid kits for track, hill and park training sessions. There is a defibrillator in the main bar area, as well as a mobile defibrillator that is taken to races/ events.

Training

We encourage coaches and group leaders to take the appropriate England Athletics courses. We arrange occasional first aid/defibrillator training for club members.

Consultation

We will provide new club members with all appropriate documentation including our H&S procedures. We will notify existing club members of any changes to H&S procedures. We will ensure that members are aware of the emergency procedures to follow if an incident occurs away from the club on a club run.

Evacuation

Farnham Runners makes sure that all escape routes from the club house are signed and kept clear.