

# **Aldridge Running Club**

## **Health and Safety Policy**

updated September 2022



### **Interpretation**

“The Club” means Aldridge Running Club

“Member(s)” means paid-up Member(s) of Aldridge Running Club

“Guest(s)” means any person running with the club on an official club run being invited or allowed to do so without being a Member of the club

“Club runs” means official club runs on a Tuesday or Thursday night or any run the Committee deems to be a club run.

“The Committee” means the elected Committee of Aldridge Running Club

### **GENERAL**

1. This policy replaces the previous Health and Safety policy issued by the club.
2. Ultimately all Members (and guests) have responsibility for their own safety during official club runs.
3. All Guests running with the club must complete sign and submit the Safety Guidance document which will be provided by the club to the Guest.
4. All Members and Guests must adhere to any reasonable instructions on Health and Safety given via email or verbally by any Member of the Committee / Health and Safety Officer.
5. The club’s Health and Safety Officer shall be nominated by the Committee and remain in office until the Committee decide otherwise.

### **FAMILIARISATION**

6. Members and Guests must familiarise themselves with the official routes (as set by the Committee) either by
  - (a) checking on the club’s web site
  - (b) checking with Committee Members or others at the briefing before runs on a Tuesday night (or the run leader if it is a Thursday night).
7. Members and Guests may have the benefit of seeing route plans on Tuesday at the club before the briefing. They will be permitted to take a photo of the route on their phone should they wish.
8. Those who are unfamiliar with the route should keep other Members in view during their run.
9. Members should check on other Members/and or Guests whilst on the runs wherever possible.
10. Members should assist other runners where it is clear that another Member/Guest is struggling and is finding the run uncomfortable. At the very least they should be asked if they are confident in getting back to the club without any serious issue arising.
11. New starters or guests should never be left on their own on an official club run.

## **ACCIDENTS /INCIDENTS**

12. If any member(s) or guest(s) suffer any trip slip or fall or have any accident (which causes any degree of pain or injury) (and in every case if they have a fall) on an official club run (to include Thursday nights) they are
  - (a) To inform a Committee Member once back at the club. Whereupon details will be entered in the club's accident book or
  - (b) To inform a group leader or another Member if a) is not possible.
13. The details should be recorded in the club's accident book as soon as reasonably practicable after the run. The incident can then be investigated by the Committee and action taken if deemed necessary.
14. The club has various trained first aiders should there be a necessity to need first aid. There is a list of current first aiders kept at the club.
15. A First aid kit shall be available at the club on a Tuesday night for members or guests use should it be required.
16. Should any incident (however caused) during a club run, involving injury, be sufficiently serious the member concerned should contact the club's emergency phone number. If the member is unable to do this, then another member should do so on their behalf. If injury is caused to a guest in these circumstances a member should do so on their behalf.
17. If it is clear that the emergency services be called, then the member or someone with them should call 999. In addition a Committee member should be informed forthwith. Where medical attention is required" on the spot" a member who is trained in first aid should preferably take the major role in assisting.
18. should any Member or Guest be physically or verbally abused by any Member of the public whilst on an official club run they should refer the same to a Committee member giving details of the incident at the earliest opportunity. Regard should be had to calling the emergency services should the occasion warrant it.

## **DUE DILIGENCE**

19. During club runs Members and Guests shall
  - (1) always exercise due care when crossing roads, never blindly follow the runner in front assuming that the road is clear.
  - (2) When there is no footpath or other circumstances demand that you have to run in the road, ALWAYS run facing the oncoming traffic (unless it is a situation like Mill Lane where there is a blind corner).
  - (3) When running during hours of dusk or darkness, always wear some form of high visibility clothing.
  - (4) When running across any golf course, Members and Guests should make sure to look both ways and give way to golfers who are playing across their path.
  - (5) when running along the footpath behind the cricket pitch on the way to Druids Heath golf course be careful not to run behind the bowler's arm.
  - (6) The majority of accidents reported involve slips, trips and falls whilst out running. Members should take particular care therefore when running in tight groups and when running off-road, particularly on the footpath leading away from the Stick & Wicket Club and alongside Druids Heath Golf Club where protruding tree roots are a known hazard.

- (7) During Club runs, Members or Guests should know and be able to recognise the leader and the official backmarker of their group should there be one nominated. Any one new to that group should make themselves known to either of these people before the run starts.
- (8) Members or Guests should never leave the group they are running with, without letting the group leader or another group member know that they are leaving and the reasons why
- (9) Members and Guests must familiarise themselves with the controls that are identified in the Risk Assessments set out on the club's website and make every effort to comply with them as necessary.
- (10) If any Member or Guest becomes aware of any safety issues, they should bring them to the attention of the Club Chair, the Health and Safety Officer or another Committee Member without delay so that remedial action can be taken if it is deemed necessary. Details of all Committee Members are available on the official Club website.
- (11) Runs or other events that are organized by individual members on an 'ad hoc' basis, whether they start and/or finish at the Aldridge Stick & Wicket Club or not, are deemed to be unofficial events. They are therefore not subject to the club's rules and guidance; although every member who participates in such events is advised to adhere to the general rules and guidance as necessary for their own personal safety.
- (12) Lone running: it is strongly advised that when Members are running alone that they carry a mobile phone and also wear an identification band or similar, giving their name and the details of a suitable contact in case of an emergency.