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## Tri Surrey Triathlon Club – Health and Safety Policy

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### **1. Statement of Intent**

This is the health and safety policy statement of Tri Surrey Triathlon Club.

Our health and safety policy is to:

- Prevent accidents and injuries at or related to participation in club training and events
- Manage health and safety risks at our training and events
- Provide clear instructions and information, and adequate training, to ensure coaches, ride leaders and other club officials are competent to perform their tasks
- Ensure that facilities used for training and events are safe and appropriate for the planned use
- Ensure that activities are carried out in a safe manner
- Implement emergency procedures, including evacuation in case of significant incident
- Review and revise this policy regularly

## **2. Responsibilities for Health and Safety**

The club committee, in particular Chair and President / Vice Chair have overall and final responsibility for health and safety of the club.

The following persons have day to day responsibility for ensuring this policy is put into practice:

- Club coaches leading training sessions (all hold as a minimum a BTF level 1 coaching qualification, or equivalent (for example an England Athletics qualification for running sessions or a Swim England qualification for swimming sessions)
- Ride leaders taking club rides (all hold either a BTF 'club activator' or a BTF coaching qualification, or equivalent (for example a British Cycling qualification)
- Lifeguard appointed by Tri Surrey Triathlon Club for club swim activities (with a valid current lifeguarding qualification)
- Committee members and member volunteers organising club events

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

- Coaches and event organisers: risk assessments, emergency procedures, accidents, emergencies, first aid
- Lifeguard: accidents, emergencies, first aid at swimming sessions
- Chair: monitoring and review of policies, investigation and reporting of incidents

All coaches, lifeguards, committee members, volunteers and club members should:

- Co-operate with the committee on health and safety matters
- Take reasonable care of their own health and safety
- Report all health and safety concerns to an appropriate person (as detailed above)

### **3. Arrangements for health and safety**

#### **Risk Assessments**

We will complete relevant risk assessments and take action.

We will review risk assessments when habits or conditions change.

#### **Training and facilities**

We will ensure that all coaches and ride leaders receive appropriate training (including in coaching, safeguarding and first aid where possible).

We will ensure that the facilities we use are safe and appropriate for our planned usage.

We will work with coaches, ride leaders and other club volunteers to ensure training needs are met.

Members must wear appropriate clothing and safety gear at all times while taking part in club activities (most notably cycling helmet when riding a bicycle, and suitable footwear for cycling and running), and equipment (including bicycles) must be safe and fit for purpose. Members will not be allowed to take part in club activities if these standards are not met.

#### **Consultation**

We will consult with coaches, ride leaders, committee members and other volunteers routinely on health and safety matters as they arise, and formally when we review health and safety.