

<p>Southport and Birkdale Sports Club Trafalgar Road Birdale Southport pr8 2JY</p>	<p>Provision of First Aid Equipment and Dealing with Accidents</p>	<p>1/12/06</p>
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Provision and maintenance of first aid equipment

- First aid kits containing items recommended for dealing with minor injuries will be provided
- First aid kits are located in the main building behind the bar and in the designated cupboard in the tennis pavilion
- Checks will be made and appropriate record maintained to confirm that all clubs visited by club teams for official matches have got appropriate first aid kits on site
- The groundskeeper and head coach will be instructed regarding the location of first aid facilities and given appropriate training in their correct use
- A designated member/s of the tennis committee will be assigned responsibility for checking at appropriate intervals to ensure first aid facilities / kits are in the correct locations and that they contain the required items

If any member / non-member visiting the grounds is injured while on the grounds they should:

- If the injury is minor, report the incident to a club official, coach or the grounds keeper and request appropriate first aid treatment
- If the injury is more serious, they should stay put and get a colleague to report the incident to a club official, coach or the grounds keeper and get them appropriate first aid treatment

The coach and groundskeeper will be trained to ensure they are able to effectively give first aid treatment

They will:

- Carry out first aid treatment in accordance with formal procedures
- Where necessary arrange for an ambulance to be called
- Where necessary contact the child's parents
- Take appropriate steps to ensure the child / person gets home safely
- Record appropriate details into the Accident Book and advise a club official at the first opportunity.

The designated club official will conduct any investigations necessary to determine the cause of the accident and if appropriate recommend what actions may need to be taken to avoid a reoccurrence

It is the responsibility of the Chairman to ensure any required actions are implemented and outcomes are recorded

Pauline Coventry – Chairman