

Idsall Gymnastics.

Version	Summary of Changes	Date
1	Agreed by coaching staff and welfare officers	15 Apr 17
2	Table added to document to highlight changes and published to web site.	15 Apr 17

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First Aid Safety Statement.

Introduction.

This safety statement should be read in conjunction with the Accident, Near-miss, incident & ill-health reporting and accident investigation Safety Statement.

Idsall Gymnastics Club has a clear commitment to protecting children and promoting welfare ensuring and providing a safe environment and responding appropriately in the event of an accident. Accidents can be very distressing for anyone involved so at Idsall Gymnastics we ensure that we follow this policy and procedure to ensure all parties are supported and cared for, and their health, safety and welfare is protected.

First aid is the immediate treatment necessary for the purpose of preserving life and minimising the consequences of injury or illness until expert medical assistance can be obtained. First aid also includes the initial treatment of minor injuries, which will not need treatment by a medical practitioner.

The object of first aid is to offer assistance to anyone injured or suddenly taken ill before expert help from a doctor or nurse is available, or before an ambulance arrives. The aims of first aid are threefold:

- Saving life by prompt and initial action;
- Preventing the injury or condition from deteriorating;
- Helping recovery through reassurance and protection from further danger.

First Aid.

Idsall Gymnastics has nominated a manager to have general oversight of First Aid.

This is **David Hulme**

The First Aid Kit is located next to the coaches station and the accident folder is located in the coaches training rucksack. If medical records are required these are retained on the registration forms in Coaches training rucksack.

All coaches at Idsall Gymnastics Club are trained in first aid and this training will be updated inline with recommendations to ensure training remains current. New coaches will be trained at the next available opportunity.

Parents are responsible for ensuring their children attend sessions with their appropriate rescue medication (asthma Inhalers etc) and to report this initially on the emergency contact detail form and to update the club when matters change.

Whenever necessary Idsall Gymnastics Club will seek advice and support from Agility UK (Training and Consultancy) Ltd, the organisation engaged by British Gymnastics to provide health and safety management advice to gymnastics clubs.

First Aid Procedures.

- The person responsible for reporting accidents, incidents or near misses is the gymnast, coach or parent/carer who witnesses the incident.
- They must be recorded on accident report sheet and kept in the accident folder and reported to the head coach. This should be done as soon as the accident is dealt with or at the soonest opportunity, whilst the details are still clearly remembered.
- Parents/Carers must be shown the Accident Report and asked to sign it as soon as they collect their child.

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- If a child has a bump to the head it is of upmost importance that this is recorded on an accident form. Coaches must ensure parents are informed of the occurrence and make it clear for parents to look out for signs and symptoms of concussion and if concerned seek medical advice.
- Accident forms are checked periodically for patterns e.g. one child having a repeated number of accidents, a particular area in the site or equipment or a particular time of the day when most accidents happen. Any patterns will be investigated.
- The head coach will report accidents as necessary and as required to British Gymnastics for investigation for further action to be taken.
- The Accident File will be kept for a **minimum of three years (or three years after the injured person reaches 18 if they are a child)**.

Transporting children to hospital.

- If the injury is severe, call for an ambulance immediately. DO NOT attempt to transport the sick child in your own vehicle.
- Whilst waiting for the ambulance, contact the parents and arrange to meet them at the hospital.
- A Coach or Welfare Officer must accompany the child. They should endeavour to collect together:
 - Registration forms
 - Any of the child's belongings and medication.
 - Inform the head coach.
- Remain calm at all times. Children who witness an incident may well be affected by it and may need lots of reassurance.

Preventing Infectious Diseases – Blood and other Bodily Fluids.

These guidelines should be followed whenever a gymnast, coach or other person involved in training and competition, has a bleeding injury or open wound that may put others at risk of contamination with blood or other bodily fluids. Any individual who sustains a blood injury must seek treatment immediately. It is the responsibility of the Gymnast concerned and/or their Coach to ensure that all bleeding injuries and open wounds are dealt with appropriately in accordance with the following guidelines.

- For all minor bleeding injuries, the individual should stop the activity in which they are involved and attempt to stop the bleeding. A fresh sterile dressing should be applied to the wound before continuing with training or competition.
- All recent cuts or blisters should be covered.
- If the bleeding cannot be stopped, the individual should seek medical attention and should not continue with training or competition until advised otherwise.
- Any individual treating an injury should wear disposable gloves, which should be disposed of as clinical waste after use (see below). Wherever possible, the injured individual should apply pressure to a bleeding wound with his/her own hands. Anyone applying a dressing should wash their hands both before and afterwards.
- If the casualty's blood comes into contact with someone else's mouth, eyes or broken skin use clean cold water to wash the affected area and take medical advice.
- In cases where blood or other bodily fluids are clearly visible on clothing, the individual should replace clothing before continuing with any further gymnastics activity.
- The contaminated clothing should be stored in a plastic bag and should be washed according to the guidelines on the label as soon as possible after contamination. Washing is enough to remove the contaminated substance even if the stain remains.
- Where contamination of equipment or very minor contamination of clothing has occurred, the area should be treated with a decontamination solution made up of one part household bleach to ten parts water. Solutions that are more than one day old should be disposed of. Diluted bleach that has passed its expiry date should not be used. **To assist with this IGC have a body fluids spill kit.**

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- Clinical Waste - **To assist with this IGC have a specific body fluid spill kit.**
 - Wipe up spillage with heavy-duty paper and discard into a bag for incineration, including any soiled dressings or gloves.
 - The contaminated area should be thoroughly soaked with the decontamination solution and left for two minutes.
 - The area should then be rinsed with hot water and general-purpose detergent.
 - A 0.5% solution of bleach is not considered to be hazardous, however care must be taken to ensure that the solution does not come into contact with the eyes, mouth or wounds, and should not be left on the skin for prolonged periods of time.
- For spills of lower risk bodily fluids, e.g. urine and vomit, hot water and general-purpose detergent is sufficient.
- Any individuals who are likely to have to deal with injuries should ideally be immunised against Hepatitis B.

Infectious diseases Please visit the www.hpa.org.uk/Topics/InfectiousDiseases for up-date information regarding all infectious diseases.

Review.

This safety statement will be reviewed annually and checked for any amendments to current regulations and BG policy. Additional guidance may be sought from Agility UK (Training and Consultancy) Ltd, the organisation engaged by British Gymnastics to provide health and safety management advice to gymnastics clubs

Signature:	<i>KHulme</i> . Original signed	Date:	15 Apr 18	Review date.
Name:	Katie Hulme	Position:	Head Coach	