Ashington Town FC – Health and Safety Policy

1. Purpose

To ensure the safety, health, and welfare of all participants, volunteers, staff, spectators, and visitors involved in Ashington Town FC activities, in compliance with legal obligations and best practice.

2. Scope

This policy applies to:

- All Club training sessions, matches, and tournaments
- Club facilities, equipment, and vehicles used for Club activities
- Volunteers, coaches, players, parents/guardians, and spectators

3. Principles

- All activities shall be conducted in a safe and controlled manner.
- Risk assessments will be undertaken for all Club activities, facilities, and equipment.
- All injuries, incidents, and near misses will be recorded and reviewed.
- Health & safety compliance is the responsibility of all members.

4. Roles and Responsibilities

- Committee:
    - Overall responsibility for health & safety compliance.
    - Ensures policies and risk assessments are in place.
    - Allocates sufficient resources for safety measures.
- Chairperson / Secretary / Treasurer:
    - Ensure financial support for safety equipment, first aid, and training.
- Team Managers / Coaches:
    - Conduct pre-session risk assessments (pitches, equipment, weather).
    - Ensure participants are aware of safety procedures.
    - Maintain first aid provision and logs.
- Players, Parents & Spectators:
    - Follow safety instructions and rules.
    - Report hazards or unsafe behaviour immediately.

5. Procedures

- Risk Assessments: Conducted prior to matches, training, tournaments, and events. Documented and reviewed regularly.
- First Aid:
    - At least one qualified first-aider present at all sessions and matches.
    - Fully stocked first aid kit available at every venue.
    - Procedure in place for contacting emergency services.
- Incident Reporting:
    - All accidents or near misses recorded in an incident book.
    - Serious incidents reported immediately to Committee and Welfare Officer.
- Facilities & Equipment:
    - Pitches, goals, and equipment inspected regularly.
    - Faulty equipment reported and removed until repaired or replaced.
- Emergency Procedures:
    - Fire evacuation plans where applicable.
    - Access to emergency contacts and hospital information.

6. Training & Awareness

- All coaches and volunteers receive health & safety briefing.
- Annual refresher training for Committee, staff, and volunteers.
- First aid training for nominated personnel refreshed every 3 years or as required.

7. Monitoring & Review

- Policy reviewed annually by Committee and Welfare Officer.
- Updated to reflect legislative changes, incidents, or FA best practice guidance.

8. Record Keeping

- Risk assessments, first aid records, and incident reports retained for a minimum of 6 years.

9. Sign-off

This policy has been approved by:



Adam Millar
Club Secretary
On behalf of
Ashington Town FC Committee

9th October 2025