



HEALTH AND SAFETY POLICY

Worcester Knights YFC

Approved by: Chairman & CWO

Version: 2025.1

Review: Annually

Worcester Knights YFC is committed to providing a safe, well-managed and enjoyable environment for everyone involved in the club. This Health & Safety Policy sets out our approach to risk management, facilities, equipment, first aid, supervision, training and emergency procedures. It aligns with FA guidance, UK Health & Safety principles, and safeguarding best practice.

1. Responsibilities

Club Responsibilities

The club will:

- Ensure all activities take place in a safe environment.
- Carry out regular risk assessments for training and matchdays.
- Ensure first aid equipment is available and checked regularly.
- Ensure coaches hold relevant qualifications (FA Playmaker or above).
- Ensure at least one FA Emergency Aid-certified adult is present at all club activities.
- Maintain up-to-date safeguarding training for all coaches and officials.
- Report and record incidents appropriately.

Parent/Carer Responsibilities

Parents and carers must:

- Provide accurate medical information for their child.
- Ensure children arrive and leave safely.
- Collect children promptly at the end of sessions.
- Ensure their child arrives with appropriate kit, hydration and medication (e.g. inhalers).
- Respect and follow the FA Respect Code of Conduct.

Volunteer/Coach Responsibilities

All coaches and helpers must:

- Conduct dynamic risk assessments before each session.
- Ensure safe conduct of drills, equipment and matchplay.
- Avoid physical punishment or inappropriate handling.
- Never be alone with a child (follow the 2-adult rule where possible).
- Stop activity if unsafe behaviour or conditions arise (e.g., weather).

2. Facilities & Environment

We ensure that:

- Playing areas are free from hazards (glass, holes, debris).
- Goalposts are anchored and safe (no homemade or weighted goalposts).
- Pitches are inspected before every session.
- Weather conditions are assessed - sessions are paused/rescheduled in unsafe conditions (flooding, lightning, extreme heat/cold).
- Access routes remain clear in case of emergency services attendance.
- Any hazards are recorded and reported to facility management immediately.

3. Equipment Safety

The club will ensure that:

- Balls, cones, ladders and other equipment are in good condition.
- Defective equipment is removed immediately.
- Goalposts meet FA safety standards.
- First aid kits are fully stocked (monthly check).
- Players wear shin pads at all sessions and matches.
- No jewellery is worn during activity.

Parents must ensure:

- Correct boots (moulded or stud boots depending on pitch).
- Weather-appropriate clothing.
- Any required medication is brought and handed to coaches discreetly.

4. Medical & First Aid Provision

Qualified First Aiders

At least one FA-approved first aider will be present at all sessions.

Medication

Parents must:

- Provide inhalers/medication where necessary.

- Ensure medication is in-date and labelled.

Coaches may assist but cannot administer medication unless life-saving.

Injuries & Illness

If a child is injured or becomes unwell:

- Activity will stop immediately.
- First aid will be administered by a qualified adult.
- Parents will be contacted.
- Emergency services will be called if needed.
- A written incident report will be completed within 24 hours.

Children with suspected concussion **must not** return to play. FA concussion protocols will be followed.

5. Supervision & Collection

The club will:

- Maintain appropriate adult-to-child ratios.
- Monitor children until parents/carers arrive.
- Not allow children to leave with an unknown adult.
- Report repeated late collections to safeguarding leads if appropriate.

6. Weather & Environmental Safety

We may cancel/postpone training if:

- Lightning is present (30/30 rule).
- Pitch is waterlogged or unsafe.
- Severe cold, frost or high winds make play dangerous.
- Heat levels require rest breaks or early finish.

Parents will be notified via WhatsApp as early as possible.

7. Accident & Incident Reporting

All incidents are recorded using the FA's recommended format.

Incidents that may trigger safeguarding concerns will be escalated accordingly.

8. Covid/Illness Protocol (General)

Children with:

- Fever
- Vomiting/diarrhoea

- Contagious conditions
- Flu-like illness

must not attend until medically cleared.

9. Review

This policy will be reviewed annually or after any significant incident.