

Norwich Dragons Hockey Club



Safety Procedures

Guidelines for Dealing with an Incident/Accident

- Stay calm but act swiftly and observe the situation. **Is there danger** of injury/further injuries?
- If there is an injury, listen to what the injured person is saying.
- **First Aid kits** are supplied to each team and will be at pitch side.
- **Alert the First Aider** or Level 2 Coach who should take appropriate action for minor injuries. Captains and coaches will have details of any medical issues that need to be taken into account.
- **Do not move someone** with major injuries unless they are having difficulty breathing or are in serious danger of further injury. Wait for the emergency services. **Umpires MUST NOT** be put under pressure to continue the game.
- In the event of an injury requiring specialist treatment, **call the emergency services**. A phone is available at the Goals Reception and mobile phones will be available pitch side. If likely to impact **Goals** or in extreme cases where Goals help required call 01603 790061.
- Ambulance access to pitchside has to be via The Hewett Academy Gate on Hall Road next to the Caretaker's house, **give postcode NR1 2GB** and **call the Caretaker on numbers attached**. Send someone towards the Hewett Academy to unlock the metal barrier next to 'The Base' to allow the Ambulance through, [the combination for the padlock is shown on the pitchside version of this document] and for them to go to the Hewett Gate to direct the ambulance to the pitch. At the pitch open the big maintenance gates allowing full access for the emergency services, this is the same key as the pedestrian pitch gate. Don't let the ambulance on the pitch.
- If necessary, **evacuate the pitch** in a calm and controlled manner and proceed to the Goals clubhouse, ensuring that the rest of the group, as well as the casualty, are adequately supervised.
- Contact the injured person's parent/guardian/next of kin. If telephone number not readily available, contact **Angela Murgatroyd** (for NDHC junior/youth members) on 07762 825418 or **Hannah Hardy** (for NDHC adult members) on 07917 652822. For opposition players, ensure appropriate contact is being made. If you are unable to contact either Angela or Hannah, call **Mike Hardy** on 07920 004963 or **Andrew Cross** on 07778 031716.
- Complete an incident/accident report form (book in first aid kit in shed) and advise to **Angela Murgatroyd** (juniors/youth) or **Hannah Hardy** (adult members).