

Eclipse Gymnastics Club are fully committed to safeguarding and promoting the wellbeing of all our members. The club believes it is important that members, coaches, administrators and parents associated with the club should show respect and understanding for the safety and welfare of others. The club has Gymmark status which shows that B.G recommend us as a child friendly club.

### **ACCIDENT AND SAFETY PROCEDURES**

In the event of a serious accident or injury only qualified persons are to carry out emergency First Aid. The emergency services must be contacted and medical help sought from qualified medical personnel.

However, the following minimum procedure should be adopted in the event of any accident that occurs: -

- Stop the class and direct other members of the class not immediately involved in the accident, away from the injured person, and contact the First Aider and/or the emergency services.
- Do not move someone with suspected major injuries. Ensure that the remainder of the group is adequately supervised.
- Complete an appropriate Accident Report Form describing the accident and the actions taken. Once this has been done pass to the head coach to send off to British Gymnastics & Perkins Slade

### **INSURANCES**

All Members of Eclipse Gymnastics Club including coaches and volunteers are required to be members of British Gymnastics and access the accompanying British Gymnastics Insurance Scheme.

Additionally, Eclipse Gymnastics Club officers, volunteers are covered by the Pemberton Centre Employers Liability Insurance, Accident Insurance and Third-Party Civil Liability Insurance.

### **EQUIPMENT CHECKLISTS**

Eclipse Gymnastics Club recognizes its responsibility to provide and maintain a safe facility. The head coach and the appointed health & safety officer are responsible to conduct regular safety checks on the equipment and any defects will be reported immediately. The defective equipment will immediately be taken out of commission and will not be used, under any circumstance, until the deficiencies are rectified, and a satisfactory safety check confirmed in writing by the responsible person conducting the check. The Pemberton Centre management ensure all equipment is subject to the required safety checks on an annual basis. All safety checks are recorded and kept by the centre management

It is also required that all staff and/or coaches shall take a day-to-day responsibility with regard to equipment or facility defects and report these to the Health & Safety Officer or Head Coach.

## **RISK ASSESSMENT**

Health & Safety legislation places an obligation on the Club to assess the risk of accident to coaches, parents, members and non-members partaking in gymnastic activities. The Health and Safety Officer is responsible to carry out a regular risk assessment check on the facility and the club will ensure any identified risk is addressed and minimised. The audit will follow the guidelines and format set out by British Gymnastics in the form of their Risk Assessment checklist and will be carried out on a regular

## **PHOTOGRAPHY & VIDEOING POLICY**

Videoing and filming are excellent coaching tools but for the protection of the participants Eclipse Gymnastics Club have implemented the following rules: -

- The Club will inform the parents and participants of the purpose of the filming/videoing as a useful coaching aid.
- A minimum of two authorised and responsible adults must be present at all times during filming.
- Care will be taken to securely store the video materials to avoid misuse.
- Only professional video will be allowed at club events and every parent/guardian must authorize photography of their child at any club event before it is allowed.
- If any person is concerned about any photography taking place at the club or at an event, please contact the head coach or the event organizer