



Crowborough Runners – Safety Guidelines

The following guidelines shall be adopted by all people involved in the training and coaching activities of Crowborough Runners. Overall responsibility for the implementation of these guidelines shall be as per the below.

A. Management Committee

Training venues and training equipment will be inspected on a regular basis. Management Committee members and coaches will be aware of the location of emergency contact numbers and have access to a mobile phone in case of emergency. The Management Committee shall be empowered to exclude difficult or uncooperative athletes through the Club's disciplinary procedures in line with the Club's constitution.

Facilities shall be checked on a regular basis and any faults or hazards removed or rectified and reported to all coaches as a matter of urgency. Coaches are empowered to delay or cancel activities if safety is in doubt. Any fault or hazard will be reported without delay to the owners of the relevant facility (Crowborough Town Council).

Management Committee members and coaches will have access to first aid kits and be made aware of those qualified to carry out first aid.

A risk assessment for the Goldsmiths track shall be carried out at least once a year and any issues reported to the Town Council.

B. Coaches

The Club Development Officer shall carry out frequent checks and monitor club coaches on a regular basis to ensure that the structure, content and style of coaching is in line with Club expectations. If asked, coaches shall produce activity plans for each session, written procedures for important areas of activity and progress reports on such activities.

The Club Development Officer shall meet with all coaches not less than two times per year to develop and review content and quality of coaching plans. Coaches shall be as up to date as possible with current practices in athletics, attending workshops as appropriate.

The Club Development Officer shall delegate coaching tasks only to competent people ensuring their effective control at all times. The Club Development Officer will ensure:

- All equipment used is only used for intended activity
- Athletes are taught how to use equipment properly
- Athletes are physically ready for the intended activity
- Previously injured or recovering athletes are ready to participate fully.

Individual coaches control all activities during their training sessions and are prepared to take action to prevent injury.

C. Athletes

Athletes shall behave in a reasonable and professional manner, as they would similarly expect on the part of coaches. It shall be the responsibility of the athlete to decide whether he /she is fit to undertake a training session with respect to both injuries and illness. In the case of junior athletes the decision will rest with the athlete's parents or guardians.

It shall be the responsibility of the athlete to ensure that he /she is suitable dressed with regard to heat, cold, wet and light including reflective tops during the dark winter evenings. Parents / Guardians must be made aware of this requirement for junior athletes.

It is the responsibility of the athlete to ensure he/ she has access to water and it is specifically the **SOLE RESPONSIBILITY** of the athletes (or parents / guardians) to ensure they have access to any prescribed medication (e.g. inhaler).

Finally:

When coaching young athletes, coaches should not try to place themselves in a situation where an accusation could be made and where independent witnesses could not help them refute such accusations.

Where possible, coaches should ensure that they have at least one witness to their actions at all times and keep physical contact to an essential minimum and only when absolutely necessary in assisting in the development of a skill or required stature.

Coaches should maintain a professional relationship with their athletes at all times and avoid working alone in situations where accusations of poor practice are possible.