



RENMORE GYMNASTICS CLUB (RGC) SAFETY STATEMENT

Health, Safety and Welfare:

Renmore Gymnastics Club (RGC) is affiliated with Irish Gymnastics and adopts their Policies and Procedures. RGC recognises the duties it has under health and safety acts and regulations to ensure the safety, health and well being of gymnasts/children, coaches and helpers when they are involved in club business.

In particular it recognises its responsibilities to:

- Provide a safe and healthy training and competition environment for gymnasts/children and coaches through assessing the risks associated with participation and controlling them to ensure they are minimised.
- Ensure that adequate arrangements are in place in the event of accident, fire or other incident.
- Ensure that coaches and helpers have the appropriate gymnastic/trampolining coaching training.
- Keep the arrangements under review and introducing additional measures considered necessary and are reasonably practicable in relation to the operation of the club's business.

Moral and Ethical Issues:

The club has also adopted the Irish Gymnastics policies relating to:

- Equal opportunities.
- Code of Ethics and Code of conduct.
- Protecting the participant in Gymnastics.

All coaches and participants are expected to adhere to these policies at all times. Staff and coaches will be suitably screened to ensure they are suitable to work with children. Staff are also required to follow accepted, good, safe coaching practice at all times.

Emergency Procedures:

Fire instructions are posted throughout the facility and staff, coaches should make themselves and all participants familiar with the instructions and the placement of exits throughout the building.

In event of a fire, you should:

1. Shout "**FIRE**" loudly; tell your coach; tell the senior coach
2. Do not wait to be told - **leave the building**

Evacuation Procedure - general

1. **Do not** run or panic
2. **Do not** stop to pick up possessions
3. **Leave** the building **immediately** by the main entrance

(or nearest fire exit if main entrance is blocked)

1. **Gather** outside "Lifes2Good" – keep road clear for fire brigade
2. **Do not** return into building until told to do so by senior coach

Evacuation Procedure – coaches

1. **Leave** the building
2. **All coaches** supervise children and specifically ensure they do not re-enter
3. **Senior coach** checks that building is empty (especially toilets)

4. **Senior coach** (or designate) calls **999/112** and reports the fire
5. **Senior coach** informs other tenants (only if safe to do so)
6. **Do not** try to fight the fire yourself (unless you are confident AND it is **safe** to do so)

Contact numbers for next of kin and any medical conditions are maintained.

Accident and Safety Procedures:

- Senior staff members must undergo first aid training to at least the minimum level recommended by Irish Gymnastics.
- An appropriately stocked first aid kit is located at the reception.
- In the event of a serious accident the emergency services must be contacted and medical help sought.

To call emergency services dial 112 or 999

- In the event of an accident, an accident report form must be completed.
- All coaches, helpers and participants must adhere to the accepted standards of good practice at all times.

All accidents and incidents must be reported and recorded on the appropriate report forms located at reception.

Parents should advise the club regarding injuries a child has sustained outside of the club which could affect their training. Injuries and bruises should be noted in the book.

Child Protection:

The club will strive to ensure that children, young people and vulnerable adults are protected and kept safe from harm whilst participating in gymnastics, trampolining and facility activities. We endeavor to promote the highest standards of care for participants and will:

- Provide and implement procedures to safe guard the well being of all participants and protect them from abuse.
- Respect and promote the rights, wishes and feelings of all participants.
- Adopt good practice in recruitment, training and supervision of all employees and volunteers, and provide guidance to parents and carers.
- Require all employees, members and clubs to adopt Irish Gymnastics' Code of Ethics and Conduct, Health, Safety and Welfare Policy and the Child Protection Policy and Procedures.
- Respond to all allegations and concerns, and implement the appropriate disciplinary and appeals procedure.
- No photography and videoing will be permitted without prior agreement from parents and participants. Full details of photography and video policy is found in the Irish Gymnastics Health, Safety and Welfare policy.

The club has a child liaison officer, to whom all complaints, grievances and suspicions of poor practice should be addressed. Matters will be dealt with confidentially and only those who need to know will be informed. Allegations of child abuse should be made directly to the designated person. Contact details for the child liaison officer and designated person are on the bulletin board and club website.

The Irish Gymnastics procedures for dealing with complaints will be followed and if an issue cannot be suitably addressed at club level, the Irish Gymnastics procedures will be implemented. Full Health, Safety and Welfare Policies can be obtained if required from the club secretary, or can be obtained at www.irishgymnastics.ie

Insurance:

All members of RGC and all coaches are members of Irish Gymnastics and access the accompanying Irish Gymnastics Insurance Scheme. Additionally RGC carries Public Liability insurance.

On affiliation to Irish Gymnastics participants are asked to fill in and sign a membership form with participants details including notification of any medical conditions, (previous or current) and allergies, emergency contact and agree to adhere to the club rules and policies. Injuries that have happened recently and sustained outside of the facility, should be reported and signed into the injury book before the any person begins participating.

Unaffiliated participants will need to sign a temporary form to cover the period of their course. All others are expected to follow and adhere to the Health and Safety guidelines.

Risk Assessment:

Risk assessments, equipment inspection checklists and manual handling are reviewed on a regular basis and any identified risks are minimised. The club will ensure that all staff/coaches are suitably trained to handle, erect, dismantle and store equipment according to the manufacturer's guidelines.

The club recognises its responsibility to provide and maintain a safe facility. A responsible person will be appointed to conduct regular safety checks on the equipment and facility defects and the club will endeavor to rectify any deficiencies.

It is also club policy that all staff / coaches should take a day to day responsibility with regard to equipment or facility defects and report these to the nominated person responsible for safety matters.

