



FIESTA SPORTS COACHING LTD **HEALTH AND SAFETY POLICY**

HEALTH AND SAFETY POLICY STATEMENT:

“Fiesta Sports Coaching Ltd is strongly committed to encouraging our members to take part, but the health, well-being and safety of each individual is always our paramount concern. We recommend levels of training dependent on age and ability, and expect administrative staff, coaching staff and participants to participate within these boundaries.”

Fiesta Sports Coaching complies with the Health and safety at work Act 1974 and the Workplace (Health and Safety and Welfare) Regulations 1992 at all times.

HEALTH AND SAFETY POLICY:

To support our Health and Safety policy statement we are committed to the following duties:

- Undertake regular, recorded risk assessment of all activities undertaken by the club.
- Create a safe environment by putting health and safety measures in place as identified by the assessment.
- Ensure that all staff working for Fiesta Sports Coaching are given the appropriate level of training and competition by regularly assessing individual ability depending on age, maturity, and development.
- Ensure that all staff and participants are aware of, understand and follow the company's health and safety policy.
- Appoint a competent company member to assist with health and safety responsibilities.
- Ensure that normal operating procedures and emergency operating procedures are in place and known by all members.
- Provide access to adequate first aid facilities, telephone and qualified first aider.
- All accidents, incidents and dangerous occurrences are properly reported and recorded. This includes informing Ofsted, child protection agencies and the health and safety Executive under RIDDOR (reporting of injuries, Diseases and dangerous occurrences Regulations 1995) where appropriate.
- All reported accidents, incidents and dangerous occurrences are reviewed, so that preventative measure can be taken.
- Ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness.

- A copy of the current Health and Safety At work poster is displayed (poster is available here: <http://www.hse.gov.uk/pubns/books/lawposter.htm>)

Security

Children are not allowed to leave the Club premises during the session unless prior notification has been given by the parent/carer.

During club sessions all external doors are kept locked, with the exception of fire doors. Staff monitor the entrances and exits to the premises throughout the session.

All visitors to the club must sign the visitors log and give the reason for their visit. Visitors will never be left alone with the children.

Security procedures will be regularly reviewed by the manager, in consultation with staff and parents.

Toys and equipment

All furniture, toys and equipment are kept clean, well maintained and in good repair. We select toys, equipment and resources with care, and we carry out risk assessments before children are allowed to use them. Broken toys and equipment are disposed of promptly.

Food and personal hygiene

Staff at Fiesta Sports Coaching maintain high standards of personal hygiene and take all practicable steps to prevent and control the spread of infection.

- A clean environment is always maintained.
- Toilets are cleaned daily and soap and hand drying facilities are always available.
- Staff are trained in food hygiene and follow appropriate guidelines.
- Waste is disposed of safely and all bins are kept covered.
- Staff ensure that children wash their hands before handling food or drink and after using the toilet.
- Cuts and abrasions (whether children or staff) are kept covered.

Dealing with body fluids

Spillages of blood, vomit, urine and faeces will be cleaned up immediately in accordance with our intimate care plan.

Staffing Levels

Staff ratios and levels of supervision are always appropriate to the number, ages and abilities of the children present, and to the risk associated with the activities being undertaken.

AS A FIESTA SPORTS COACHING COACH/ OFFICE WORKER YOU HAVE A DUTY TO:

- Take reasonable care for your own health and safety and that of others who may be affected by what you do or not do.
- Co-operate with the company on health and safety issues.
- Correctly use all equipment provided by the company
- Not interfere with or misuse anything provided for your health, safety or welfare.
- Inform the Company Health and Safety Officers in a timely manner of any health and safety concerns. These include issues such as ICT/ seating and office arrangements to avoid issues such as repetitive strain injury.
- To be aware of Fiesta Sports Coaching Ltd.'s Crisis Management Policy.

COMPANY HEALTH AND SAFETY OFFICERS:


John Mulholland- Director
Vicky Gallager- Director

FIRST AID: Location of first aid facilities: Each coach should carry a first aid kit, accident book, accident report forms and Incident forms and must check where within school or facilities the AED (Defibrillator) is located.

Location of telephones: All coaches should carry a mobile phone although this should only be used on an emergency and **MUST NOT** be out when coaching at a session.

QUALIFIED FIRST AIDERS:

- 1 All coaches are required to have Emergency First Aid
2. Any other queries should be directed to Georgia Coulson

Signed: 

J.P.Mulholland

Company Director

Date: 10/11/2024 To be Reviewed: 10/11/2025 (or after any major incident)

Related Documents: Fiesta Sports Coaching Risk Assessment, Code of Conduct, Safeguarding Policy. Fiesta Risk Assessment for WEP, Apprentices U18. Crisis Management Policy. Illness and accidents, emergency evacuation, healthy eating, administering medication, manual handling and intimate care.

Fiesta Sports Coaching Public Liability and Employer's Liability Insurance Certificates.

