

*Newlands Park
(Incorporating
Cheltenham Rugby Club)*

Health and Safety Policy

Southam Lane, Bishop's Cleeve, Cheltenham, GL523PE

and

*Prince of Wales Stadium, Tommy Taylor's Lane,
Cheltenham GL504NJ*

**Newlands Park and
Cheltenham Rugby Club**

January 2010

Health and Safety Policy Statement

INTRODUCTION

This statement has been compiled in response to the requirements of the Health and Safety at work etc Act 1974.

It details the arrangements made by the Club's Executive Committee for the discharge of the Health and Safety responsibilities.

APPLICATION

This statement refers to the health and safety of all persons involved in the Club, sports participants and visitors on or off the clubhouse premises.

MANAGEMENT

The Manager of CRC/Newlands Park will ensure, so far as is reasonably practical, that arrangements are made for the health and safety of employees and visitors of Newlands Park and the Cheltenham Rugby Club.

The Manager (Mrs Elaine Coles) is the Club's health and safety representative.

All members of staff must assume responsibility for the health and safety of themselves and others with whom they have contact, including sports players, members, visitors and contractors.

The cleaner in charge will be responsible to the Manager for the health and safety of the care taking and cleaning staff.

The health and safety representative, with the assistance of the Secretary, will oversee the updating of this document and its dissemination and availability to staff. It will be reviewed and updated annually in consultation with staff.

The Manager, together with the health and safety representative, will ensure the dissemination and availability to all staff of all appropriate health and safety information, bulletins and directives (copies to be held in file in Manager's Room)

The Manager will inform, advise and seek the cooperation of members and families in relevant health and safety matters.

The Manager will arrange for regular health and safety inspections of premises and equipment. Logged reports are to be kept in Manager's office.

The Manager will identify and arrange staff training in H & S issues as necessary. Relevant documents for staff reference will be kept in the Health & Safety file in the Manager's Office.

HAZARDS

Any potential hazard should be reported to the Manager.

Any employee whose work involves a hazard is authorized to cease the activity concerned until the hazard has been reported and the Manager confirms or rejects the action taken.

ACCIDENTS

All staff, members and visitors should take reasonable practical steps to avoid accidents occurring.

In the event of an accident, the first concern will be the care of the injured person.

Accidents giving cause for concern will be reported to the Manager, who will ensure adequate care of any injured person.

Where considered necessary, the head teacher will arrange for the investigation of accidents, including those not involving injury, with a view to avoiding repetition.

The Manager will report serious accidents to the Executive Committee.

FIRST AID AND MEDICINES

Medical supplies and First Aid box will always be easily accessible, particularly when sports are taking place.
The stocking of supplies is controlled by the Manger.

EMERGENCY EVACUATION

In an emergency, occupants will be ushered to the car parks at both venues, to await further instructions.

CLUB RULES FOR HEALTH & SAFETY ON THE PITCHES

The Cheltenham Rugby Club has adopted the Rules laid down by the Rugby Football Union in the RFU Handbook.

Under the sections:

RFU Rules & Policy

General Administration Regulations

Game Regulations

Discipline

(See appendix for Spectator Notice)

