



HEALTH AND SAFETY POLICY.

GENERAL STATEMENT OF INTENT

As Club Chairman, I will make every effort to ensure that Airecentre Pacers Running Club (ACP) recognises and accepts its responsibility for the provision and maintenance of a safe environment and of safe practices for its members; and for taking all steps that are reasonably practicable to achieve this objective.

In issuing this statement, I wish to make it known that the achievement of this objective is also the responsibility of all club members who should take responsibility for, and care of, their own health & safety, and to assist the Club and its Committee in providing a safe and healthy club environment.

To assist in achieving this, all members should report any health and safety issues that they may be aware of, either to me personally, or to a Committee Member; when they will be acted upon as necessary and as soon as possible.

All accidents and incidents relating to ACP activities which may impact on the health, safety or welfare of ACP members, or members of the public, will be investigated and the outcome reported to the ACP Committee for any action that may be considered necessary.

In order to ensure that the requirements of this general statement are achieved, the following matters will form the basis of the organisation and arrangements to be implemented and monitored by ACP:-

Arrangements for the effective planning, implementation and monitoring of health & safety; The provision of information to all ACP members about health & safety matters

Where necessary, specialist advice and information will be sought from expert bodies, e.g. UK Athletics and UKA Welfare organisations.

As Club Chairman, I will make every effort to ensure that the requirements of this policy are carried out to secure and maintain the health and safety of all ACP members.

Richard Walker

Chairman

PART 2 ORGANISATION AND ARRANGEMENTS FOR THE EFFECTIVE PLANNING, IMPLEMENTATION AND MONITORING OF HEALTH & SAFETY.

1. Health & Safety matters shall be considered at each monthly Committee meeting. In particular, the following matters shall be reported on: - Any reported accidents or incidents to members, Any works or actions required to comply with ACP risk assessments, Any other health & safety information received from England Athletics. or any other statutory body.
2. An annual report on health and safety issues shall be made to the ACP Annual General Meeting.
3. This Policy shall be brought to the attention of all members on their acceptance to the Club when they shall be encouraged to report any H&S issues to either a Committee Member or an otherwise appointed suitable person within ACP.
4. This Policy shall be reviewed on an annual basis and shall be available on the Club's website for information.
5. The basis of the arrangements of this Policy shall be the Risk Assessments which shall be reviewed annually or more frequently if deemed necessary.
6. In addition to Risk Assessments, Guidance Notes shall be available to which all members will be expected to adhere for their own safety. These Guidance Notes will form part of this Policy and will also be available on the Club's website.

ORGANISATION

Committee Members

Chairman	Richard Walker
Treasurer	Carly Dykes
Secretary/Membership Secretary	Dorothy Darnbrough
Run Leader Coordinator	Sarah Lund
Lead Welfare officer	Tom Gifford
Welfare Officer	Eleanor Thomson
Chevin Chase Race Director	Ewen Pearson
Social Media Secretary	Helen Illman
Coach	Andrew Humphies

SAFETY GUIDANCE NOTES FOR ALL MEMBERS

For their own safety and for the safety of others, all Members should be aware of and take heed of the following general guidelines. Many of these points are also covered in the Generic Risk Assessment for Club Runs and activities.

1. Always exercise due care when crossing roads, and never blindly follow the runner in front assuming that the road is clear.
2. When there is no footpath or other circumstances demand that you have to run in the road, as a general rule run facing the oncoming traffic. There may be occasions where a tight bend dictates it is safer to cross, however as soon as it is safe to do so, running facing oncoming traffic should be resumed.
3. If running in the road and a vehicle is approaching, it is good practice to call a warning to the rest of the group. E.g. 'Car up' (coming towards the group) or 'car down' (approaching from behind) may also be used.
4. When running during hours of dusk or darkness, always wear some form of high visibility clothing.
5. When running across any golf course, make sure you look both ways and give way to golfers who are playing across your path.
6. The majority of accidents reported involve slips, trips and falls whilst out running. Members should take particular care therefore when running in tight groups and when running off-road
7. During Club runs, you should know and be able to recognise the leader of your group. If you are new to that group, you should make yourself known to the Run Leader before the run starts.
8. Never leave the group you are running with, without letting the group leader or another group member know that you are leaving and the reasons why.
9. Familiarise yourself with the controls that are identified in the Risk Assessments set out in the Appendix to this Policy, and make every effort to comply with them as necessary.
10. If you become aware of any safety issues, you should bring them to the attention of the Club Chairman, or another Committee Member without delay so that remedial action can be taken. Details of all Committee Members are available in Appendix 2 of this Policy and on the official Club website.
11. If you are involved in an accident or other incident during a club run, you must inform either the group leader or the official backmarker who will then inform a Committee Member so that the event can be recorded and investigated as necessary.
12. Runs or other events that are organized by individual members on an 'ad-hoc' basis, whether they start and/or finish at Aireborough Leisure Centre or not, are deemed to be unofficial events. They are therefore not subject to ACP's rules and guidance; although every member who participates in such events is advised to adhere to the general rules and guidance as necessary for their own personal safety.
13. Lone running – it is strongly advised that when members are running alone that they carry a mobile phone and also wear an identification band or similar, giving their name and the details of a suitable contact in case of an emergency.