

North Petherton Rugby Football Club LTD

Affiliated to the Rugby Football Union and the Somerset County Rugby Football Union

CASC REG. 04941



First Aid & Immediate Care Provision Policy

Purpose

The purpose of this policy is to highlight and communicate the commitment that NPRFC takes in providing everyone with the highest standards of care when participating in on-field and off-field activities. As with all contact sports, injuries are inevitable. Our policy is designed to ensure that when serious injuries occur they are treated promptly and correctly. It is the duty of all Club officials to ensure that the guidelines are implemented.

Scope

These guidelines apply to all club sections, coaches and other volunteers at the club who are required to familiarise themselves with the guidelines and to apply them. The procedures apply equally to those incidents occurring at the Club's ground as to those that occur on away fixtures or whilst on tour.

Rationale

The Health and Safety (First-Aid) Regulations 1981 require NPRFC to provide adequate and appropriate first-aid equipment so that our trained first aiders can give immediate help if any player or member of the public are injured or taken ill within the Clubhouse grounds or whilst attending functions at away grounds. 'Adequate and appropriate' will have been risk assessed by the Health & Safety Officer. The minimum first-aid provisions that will be provided are:

- Suitably stocked first-aid boxes and kits for use within the Clubhouse and those provided at pitch-side during training sessions and match games.
- The appointment of suitable first aiders and Emergency First Aiders (EFA) within the management staff.
- The provision of a Health & Safety Officer (HSO)
- The provision of a Rugby Safe Lead (RSL)
- For Concussion cases, all coaches, players and referees (internal) to complete Headcase training annually.

The minimum First Aid/Immediate Care Standards for each section and or level is:

LEVEL	First Aid Provision
Adult Rugby	
Men Level 5-9:	Training – 1 EFA per team/training Squad Match – 1 x EFA per Team
Men Level 10 and below (includes non-league, friendlies etc)	Training EFA available on site Match – 1 EFA per team
Ladies National Challenge League	Training – 1 EFA per team/training Squad Match – 1 x EFA per Team
Ladies 2nds/other XVs	Training – 1 EFA per team/training Squad Match – 1 x EFA per Team
Age Grade Rugby	
U7-U8 Girls/Boys (trg and Matches)	1 EFA per age Group (1:40 max)
U9-U13 Boys and U13 Girls	Training 1 EFA per age Group (1:40 max) Match – 1 x EFA per Match (Home Team is responsible for provision)
U14-U19 Boys and U18 Girls (incl 7s and 10s XRugby)	Training 1 EFA per Age Group (1:40 max) Match – 1 x EFA per Team

Tournaments, Festivals or Multi Match Events

A separate Risk Assessment must be conducted to determine the number and type of First Aid Provision, which could include external providers such as St John's Ambulance. The minimum Provision of First Aid is required:

LEVEL	First Aid Provision
Adult Men and Women	Match – 1 x EFA per Team
Age Grade Rugby	
U7-U8 Girls/Boys (trg and Matches)	1 EFA per age Group
U9-U13 Boys and U13 Girls	Match – 1 x EFA per Match
U14-U19 Boys and U18 Girls (incl 7s and 10s XRugby)	Match – 1 x EFA per Team
Non-Contact Formats e.g. Touch/Tag Events (including Adult, Mixed, Age Grade)	Matches. 1 x EFA per 4 simultaneous matches i.e. across 2 full adjoining pitches.

Emergency Policy

There is a separate Safety and Emergency policy; to summarise:

- Ensure first Aid bag is available for all training sessions and matches
- In emergencies an ambulance should be called using either the telephone situated in the within the Clubhouse or by mobile from the pitch side.
- Emergency mobile number 999 or 112 / landline emergency number 999.
- NPRFC telephone number 01278 663028. The post code TA6 6NW.
- Access to the playing field for emergency vehicles is via the far end of the car park.
- The route to the Age Grade section must not be blocked by parked cars.
- Contact next of kin or the injured player's parents/guardian as soon as is practically possible and inform them of the injury and name of the hospital transferred too.
- A responsible adult must accompany the injured player to hospital and if transporting a minor they must be DBS checked. The responsible adult should stay with the injured player until they are returned home or until next of kin/parent or guardian arrives.
- Keep the casualty warm and reassure until help arrives.
- When playing away from home please adopt the above procedure, knowing you will not be able to follow exactly, clearly state which Rugby Club you are at.

Procedure

Role of RugbySafe Lead (RSL)

- To oversee all first arrangements and be the central point of contact for all information with a statutory authority.
- To be responsible for the communication of information for employees about first-aid arrangements.
- Where an injury requires external medical support, the RSL will contact their next of kin/ parent/ guardian/ carer to give an immediate update on the state of the injury.
- Where medical assistance has been sought the RSL will ask for the medic's report as to the nature of the injury.
- Inform the relevant coach Senior/Junior as to the nature of the injury and the expected timescales for absence.
- Ensure that any absence conforms to RFU guidelines, such as the concussion
- Graduated Return To Play (GRTP)
- Ensure that the Club receives clearance from the next of kin/ parent/ guardian/carers that he/she can resume playing and inform the relevant coach Senior/Junior.
- Where an injury is reportable will complete an RFU reportable injury form and inform an officer of the club.
- For concussion in Age Grade Rugby, it must be reported to the player's school/college and or any other representative Rugby team they may play for (Academy/County).
- Take advice from the RFU as to the next steps.

- Report an entry into the club accident record log
- Maintain a list of ALL first aid qualified coaches and parents.
- Ensure that ALL first aid volunteers are DBS checked before being publicised.
- To help keep their basic skills up to date, The RSL will be responsible for all first aiders undertake annual refresher training. This training to consist of a 3 hour refresher course as specified by the HSE.

Role of the First Aider

A first-aider is someone who has undertaken training and has a minimum of Level 3 First Aid qualification that the Health & Safety Executive (HSE) approves.

This means that they must hold a valid certificate of competence in either:

- First Aid at Work (FAW), issued by a training organisation approved by HSE. This is now a 3-day comprehensive course and is suitable for higher risk environments and workplaces with a large number of staff; or
- Emergency first aid at work (EFAW) course... now shortened to 1 day and created to cover most common risks. This course is suitable for lower risk environments and issued by a training organisation approved by HSE or a recognised Awarding Body of Ofqual/Scottish Qualifications Authority.
- All first Aiders shall be suitably qualified, copies of in-date First Aid Certificates shall be held by the RSL. Current first aid certificates remain valid until they expire.
- (The old "Appointed Persons" training course is not accredited by the HSE and therefore these individuals should not attempt to give first aid. Their responsibilities are limited to restocking first aid boxes and calling any emergency service.)
- In the event of an injury on the Field of play, the referee decides on any action to be taken in conjunction with the First Aider.
- In the event of a requirement for Emergency Services to be called out, play on the pitch shall stop.
- When dealing with an incident/accident in which a player is injured: Stay calm but act swiftly and observe the situation. Is there danger of further injuries? – If so, try to minimize the danger. Listen to what the injured person is saying.

First Aid Kit Requirement

It is the policy of North Petherton RFC that all age groups Senior/Junior must have a fully stocked first aid bag available at all times when people are participating in any on site event:

All staff and volunteers should be made aware of where to go in case of an accident. First Aid Boxes and First Aid Travelling Kits should contain a sufficient quantity of suitable first aid material but no pills or creams.

As a minimum the first aid bag should contain:

- 1 x First Aid Guidance Leaflet
- 2 x Sterile Dressing Assorted

1 x Sterile Eye Pad with Bandage
1 x Resuscitation Face Shield
10 x Antiseptic Wipes
2 x 20ml Sterile Eyewash Pads
20 x Sterile Waterproof Plasters
2 x Latex Gloves (Pair)
2 x Low Adherent Dressing Assorted
1 x Single Use Instant Cold Pack
2 x Self Seal Waste Bags
1 x Silver Foil Survival Blanket
1 x Scissors

Other Medical Equipment

The club holds the following additional Medical Equipment.

- Defibrillator
- Wheelchair
- Stretcher
- Crutches

All equipment is regularly inspected by the RSL.

GRDP

The club's data protection policy must be adhered to when dealing with medical issues.

Legal Liability

It is very unlikely that any action would be taken against a first aider who was using the training they had received. The RFU Compulsory Insurance provides cover for first aiders carrying out their duties for the Club.

External Reference's

Information on first aid at work is available on the first aid web pages of HSE's www.hse.gov.uk/firstaid/index.htm.

More detailed practical guidance on complying with first-aid duties is available in *First aid atwork. The Health and Safety (First-Aid) Regulations 1981. Approved Code of Practice and guidance* L74 HSE Books 2009 ISBN 978 0 7176 6260 9.

"Guidance on First Aid and Immediate Care Provision to players in RFU community clubs "(RFU publications)

www.hse.gov.uk/firstaid/

www.rfu.com/ManagingRugby/FirstAid

Review

This policy will be reviewed every two years
2026

Steve Wood August