

Health and Safety Policy

Bristol Blades Fencing Club

Date Reviewed: 10/04/2020

Statement of general policy

Bristol Blades Fencing Club appreciate that while staff are coaching they are 'at work' and therefore, subject to current health & safety legislation. We accept therefore, our responsibilities under the Health & Safety at Work etc. Act 1974, the Management of Health & Safety at Work Regulations 1999 and all other subsequent and relating legislation and have a duty to prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from our coaching activities. In particular we will ensure that:

We receive appropriate training and continuously maintain levels of competence appropriate for the coaching that we are involved in and that any other persons we choose to assist in this coaching is likewise appropriately trained and competent.

All persons associated with our coaching activities are consulted with on a regular basis and safety conditions monitored.

Emergency procedures - evacuation in case of fire or other significant incident associated with coaching will be implemented and we will ensure that the premises we use are safe as far as is reasonably practicable.

The training conditions are safe and healthy and that equipment provided is maintain and is safe for both the coaches and those we are coaching.

Any incidents resulting in injury or ill health or incident regarded as being dangerous or a 'near miss' will be recorded and where appropriate reported to the school/parents. Should any incident occur that is required to be reported to the Enforcing Authority (as required under the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations – RIDDOR) this will be done within the required timescales.

Action/Arrangements

A risk assessment of our coaching has been formally undertaken and all foreseeable hazards have been identified and appropriate mitigation to eliminate any risks will be taken. Any residual risks will be managed to a level we regard as being acceptable.

Coaches combined total
60+ years' experience of fencing in all disciplines
40 years' experience in coaching in all disciplines
Level 5 Foil Coaching Qualification (G.Golding)
Level 2 Foil Coaching Qualification (M.Cleary)
Level 2 Epee Coaching Qualification (M.Cleary)
Level 5 Sabre Coaching Qualification (N.Lewis)
Level 1 Armourers certificate (M.Cleary)
Emergency First Aid at work certificate + DeFib
Safeguarding & Protecting Children certificate
Current DBS check.
Member of British Fencing, and on BF coaching register (insurance cover via British Fencing)

Agreement will be made with the school on the scope and nature of the training and any site specific issues will be discussed. This will include a basic induction into the school site and any safety rules we are expected to adhere to.

As part of the above induction process we will be made aware of the site-specific emergency arrangements and will have relevant emergency contact details for key persons. First Aid will be available and will be appropriate for the foreseeable injuries.

we will inspect premises prior to coaching activities taking place and any hazards either removed or otherwise managed. All fencing equipment will be regularly inspected and tested and subject to a visual inspection prior to use.

An 'incident book' will be available in which all incidents will be recorded. All incidents will be reported to both the school and the parents. Any incidents requiring to be reported to the Enforcing Authorities will be reported to the school who will be responsible for reporting the incident formally and within the required timescale.

Hazard Identification and Assessment & Mitigation of Risk

What are the foreseeable Hazards?	Who could be harmed & how?	What is already being done?	Is there anything else that needs to be done?	Action by whom?	Action by when?	Done?
Injuries associated with cold muscles.	Children. Leading to sprains and strains – possible mobilising injuries.	All children will be required to take part in warm-up activity followed by stretching exercises. Children will not be permitted to progress in the session until warm-up is complete. Any child attending with known existing injuries will be assessed by the coach and may be excluded from taking part.	Coach will ask parent/school for information on any child who may have an existing injury to help determine whether fit to take part.	Coach	Prior to start of session.	
Physical contact with each other, and objects in the training area, during games and warm-up exercises.	Children. Falling over and colliding with other children leading to impact injuries and possible fractures.	Suitable warm-up exercises for the age group. Coach to provide close supervision and will stop exercise if too 'lively'. Physical contact will not be part of the exercises with the exception of hand-tagging.	Coach to inspect training area and remove, or otherwise, protect any items which children could collide with. Coach to monitor each session and be prepared to stop exercises if appropriate.	Coach	Prior to start and during session.	
Children absconding.	Children. Missing person and potential for various child protection issues.	Small groups of children and close supervision by the coach. Coach to inspect training area to ensure reasonable security. Register of children to be kept by the coach.	Coach to identify children prior to session starting. Coach will immediately report any missing child to parent, then authorities if required.	Coach	Prior to start of session.	
Children being exposed to dangers associated with child protection.	Potential for child abuse.	Coach holds current CRB and 'Safeguarding & Protecting Children certificates'. School provided with evidence of certification. Persons other than existing school staff or parents not permitted access during training session. Coach will comply with any local school rules which apply. Club appointed a Club Welfare Officer, trained in line with BF welfare standards.	Parents and children aware site is public and access to changing facilities are also public. Changing rooms will be marked for both age and sex. Club Appointed Welfare Officer, trained in line with BF welfare standards.	-	-	
Fencing equipment failure such as swords snapping, protective equipment failing to provide adequate desired protection.	Child or coach. Potential to cause severe injury from sharp items, severe bruising.	All equipment will comply with British Fencing standards. All equipment inspected on a regular basis and prior to the start of the training session. Any defects will be repaired or equipment replaced as appropriate. Coach will monitor equipment throughout training session. Children will be instructed in the correct handling and use of all equipment.	No thought necessary	-	-	

Injuries caused during fencing.	Child or coach with the potential for serious eye injuries, severe bruising and soft-tissue damage.	Children will be closely supervised. Coach will implement strict rules for the handling and use of swords and the wearing of protective equipment. Any persons not actively involved in fencing will be kept at a safe distance.	No thought necessary	-	-
Children misbehaving leading to inappropriate or dangerous use of equipment.	Child, other persons and coach with the potential for serious eye injuries, severe bruising and soft-tissue damage.	Close supervision by the coach. Strict rules to be implemented on the safe handling and use of equipment. Coach will implement a 'two-strike' rule which could result in a child being excluded from the training session if misbehaviour continues.	Coach will make the school aware of the strict behaviour rule as part of the agreement with the school. Any misbehaviour will be reported to the school and parents where appropriate.	Coach	Prior to first training session and as required.
Lack of adequate rest and recuperation.	Children. The potential for exhaustion, overheating and dehydration especially during summer months.	Coach has a current First Aid certificate and is aware of the early signs of exhaustion and dehydration. Training session will be suitable for the age of the children. Regular breaks are incorporated into the training and children are encouraged to take on fluids on a regular basis. Coach recommends that children bring a water bottle to the session.	Coach to ensure that children have a water bottle with them or there is access to drinking water.	Coach	Prior to the start of the training session.
Fire or other emergency requiring persons to be evacuated from the premises.	Coach and children with potential for life threatening injuries especially if there is a fire emergency.	Coach to be familiar with the premises emergency plan and is aware of the main and alternative exit routes from the premises as well as the emergency assembly point. Register of children to be maintained and a head-count undertaken.	Coach to make sure that all emergency exit routes are clear and unobstructed.	Coach	Prior to the start of training session.
Fencing equipment on the Floor, spools wires, box.	All within the venue. Trip hazards when moving around the hall	All to be made aware of trip hazards. There to be clear walkways either side of the hall. All informed not to walk across equipment, but around.	Coach to make sure that all emergency exit routes are clear and unobstructed.	Coach	Prior to the start of training session.
Kit Hygiene	All who borrow club equipment.	Soft equipment washed throughout the year. Masks wiped down monthly.			

Site Specific hazard

Please refer to the Bristol Grammar School Sports Hall Risk Assessment. We will follow Venue protocols at all time.

COVID 19 Specifics Club Covid19 Officer: Mike Cleary- bristolbladesfencing@gmail.com

All Covid 19 specific risk assessments are to be followed ahead of standard procedure

Indoor Training- Please see 'Risk Assessment Addition – Return to fencing indoors 2021' Document