



## Health & Safety Policy

Issue Date: January 2026

**Malmesbury Youth Football Club (MYFC) is committed to providing a safe working, coaching and sports environment for all Club Members, Club personnel and any related third parties. Responsibility for health and safety ultimately lies with the Committee. However, all Club members, Coaches, helpers and visitors have a legal responsibility, as stated under Section 7 of the Health and Safety at Work Act 1974 (as amended), to do everything practicable to prevent an accident or injury to themselves and to others. The Committee is responsible for ensuring this information is fully understood by the Coaches, parents and visitors and the Coaches are responsible for ensuring this information is fully understood by their team members and visitors.**

MYFC aims to promote health and safety, so far as reasonably practicable, by ensuring:

- the provision of safe equipment, maintained by competent persons
- the provision of relevant information to members, coaches, other club personnel and any related third parties, including instruction, training and supervision, as is necessary to ensure health and safety
- maintenance of safe environments
- progressive identification and assessment of all risk, taking measures to eliminate or control it
- compliance with statutory regulation on health and safety and welfare of members, coaches, other club personnel and any related third parties
- the health and safety and welfare of vulnerable members is addressed through positive action
- all required and appropriately qualified club personnel are given training to identify and control potentially hazardous situations/environments
- effective measures are in place to deal with emergencies

This list is not exhaustive and represents general principles followed by MYFC in respect of health and safety.

### **First Aid**

All Club coaches have undertaken first aid training and refresher courses are undertaken at appropriate intervals. Coaches are responsible for ensuring that their first aid training is current and that an up to date First Aid kit including ice packs is present at all of their team training sessions and matches.

An appropriately qualified first-aider(s), holding current first-aid certificates will be present at the annual six a side tournament and as deemed necessary at any other club event. They will be based at a clearly marked First Aid Point and will have the appropriate first aid kit available.

It is important that all issues where a first-aider has been involved are recorded in a Club accident book; one is with each first-aid kit. Completed forms need to be sent to the Club Secretary as soon as possible.

### **Risk Assessment Procedures**

The Committee will ensure that an appropriate Risk Assessment is in place that ensures that suitable and sufficient control measures are in place to reduce identified risks during the day-to-day operation of the Club. This will be reviewed at a minimum annually or earlier if deemed appropriate.

Coaches and/or their helpers must be aware of the Club Health & Safety Risk Assessment and ensure that the control measures are in place when they are delivering training or at a match. Any information a Coach and/or their helper has identified in relation to risk should be shared with the Committee. All personnel required to conduct risk assessments will be given the appropriate training and/or will be made aware of what is expected of them in advance. The MYFC Risk Analysis Matrix should be used to classify the perceived risk levels and the priority of the action plan.



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An event Risk Assessment will be undertaken as part of the planning for a Club event such as the 6 a side competition and the necessary controls put in place.

MYFC RISK ANALYSIS MATRIX					
Use the risk matrix to classify the perceived risk levels and prioritise the action plan					
INJURY POTENTIAL SEVERITY	LIKELIHOOD				
	Very Unlikely  (freak event)	Unlikely  (unlikely sequence of events)	Possible  (foreseeable under unusual circumstances)	Likely  (easily foreseeable)	Very Likely  (common occurrence)
<b>Negligible</b> (no injury/no disturbance)	Low	Low	Low	Low	Low
<b>Slight</b> (first aid injury, or minor disturbance)	Low	Low	Low	Medium	Medium
<b>Moderate</b> (medical treatment injury, or significant disturbance)	Low	Low	Medium	High	High
<b>Severe</b> (injury resulting in lost time, or large disturbance)	Low	Medium	High	High	High
<b>Very Severe</b> (long term disability or fatality, or major disturbance)	Low	Medium	High	High	High