



Bourton Roadrunners

Health and safety policy

Policy aims

Our health and safety policy aims to:

- help prevent accidents
- reduce the risk of injury
- provide adequate training for our coaches and leaders in running fitness (Cirfs/Lirfs)
- ensure first aid reporting and escalation procedures are in place
- outline our risk assessment processes
- set the conditions for the safe running of Bourton Roadrunners-organised races

Bourton Roadrunners is strongly committed to encouraging our members to take part in running, but the health, well-being and safety of each individual is always our paramount concern. We recommend that members participate in levels of training and running dependent on their ability and health and we expect our members to participate within these boundaries. We also expect our Coaches, LirFs and run leaders to support members within the boundaries of their capabilities.

Our health and safety policy

To support our health and safety policy aims we will:

1. Complete a risk assessment at least once per year. We will communicate any high risks to club members via our standard communication channels. We will review the risk assessment earlier than annually should conditions change significantly.
2. Create a safe environment by putting health and safety measures in place as identified by the assessment before any run or training session takes place.
3. Ensure that all members are aware of, understand and follow the club's health and safety policy.
4. Appoint a competent club member/s to assist with health and safety responsibilities.
5. Ensure that normal operating procedures and emergency operating procedures are in place and known by all members.

6. Report any incidents, injuries or accidents sustained during any club activity.
7. Ensure that safety is the number one priority for any Club-organised races including risk assessments, first aid provision, road safety and runners' safety.
8. Ensure that the implementation of the policy is reviewed regularly and monitored for effectiveness.

Responsibilities

Overall and final responsibility for health and safety lies with the Club Chair and the Club Committee. Day-to-day responsibility for ensuring this policy is put into practice lies with the Club Welfare Officer. To ensure health and safety standards are maintained, the following roles have responsibilities in the following areas:

- **Welfare** – risk assessments, safeguarding, accident reporting, location of defibs in local area, communications to members
- **Run leaders, Cirfs and Lirfs** – awareness of potential hazards on running routes and communication of those at the start of sessions.
- **Secretary** – first aid training for Cirfs/Lirfs/selected members.
- **Chair** – appropriate escalation of incidents, Welfare Officer training.
- **Race directors** – appropriate measures in place to minimise risk to runners, spectators, road users and the public at any Bourton Roadrunners-organised race.

Training

We will ensure that a sufficient number of members are first aid trained to provide adequate cover at club sessions. We will commit to facilitating a club-funded first aid course, through a third-party provider, at least every 3 years to ensure we maintain sufficient numbers of first aid qualified members.

Consultation and communication

We will ensure that club members are briefed on possible risks/hazards at the start of every club session. We will record any accidents that are reported to the Club Welfare Officer and Club Chair.

Club members' responsibilities

All Club members have a duty to:

- take reasonable care of their own health and safety and that of others who may be affected by what they do or do not do
- co-operate with the club at all times on health and safety issues

- listen to the advice of Cirfs/Lirfs and run leaders before sessions start and follow that advice during sessions
- correctly use any equipment provided by the club
- not interfere with or misuse anything provided for their health, safety or welfare
- report any health and safety concerns to an appropriate person
- take reasonable steps to not attend running club sessions if ill or injured. Club members attend club sessions at their own risk and must take all reasonable steps to avoid injury to themselves or others
- promote health and safety at all times and seek to protect the good name and standing of Bourton Roadrunners