



TANKERTON FOOTBALL CLUB

www.tankertonfc.co.uk

Registered Charity no. 1154570

Tankerton Football Club (TFC) Emergency Action Plan

Guidelines for dealing with a Serious Incident:

1. In the event of a Serious Incident:

1. Do not move the player unless it is essential in order to establish an airway.
2. Stay calm but act swiftly and observe the situation.
3. Ensure that there is no risk of further injuries.
4. Listen to what the injured person is saying.
5. Alert a First Aider who should take appropriate action for serious injuries.
6. Contact the emergency services. In order to enable the Ambulance Control Centre to manage the incident they will need to know the following information.

- **Location** - The Ambulance Service needs to know the full postal address of the club.

**Tankerton Football Club
Football Field
Seaview Caravan Park
St Johns Road
Swalecliffe
Whitstable
CT5 2RY**

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Complaints	3.0	2.1.24	1.1.25	VO	1/7

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NB if incident occurs at an alternative site then ensure correct address given to emergency services and the actions detailed below implemented where practicable.

- **Incident** - Notify the Ambulance Service that a player has been injured playing football.
For Mini & Junior players you need to give the age or approximate age of the player.
- **Other Services** - If you need assistance from another Emergency Service (i.e., Fire Service and/or Police) notify the Ambulance Service.
- **Numbers** - Notify the Ambulance Service of the number of players who have been injured.
- **Extent of Injury** - As far as possible provide the Ambulance Service with details of the injury. (e.g., The player has sustained a serious injury to their left leg).

Failure to give the correct information to the Emergency Services could result in delays.

- 1.7 Ensure that the player is protected from the elements and kept warm. Emergency thermal blankets, blankets and an emergency shelter are stored in the Medical Room at the end of the field.
- 1.8 Where the incident involves a Mini or Junior player ensure that the rest of the group is adequately supervised.
9. Where the incident involves a Mini or Junior player contact the injured person's parent/guardian. If they are not present the adult nominated by the parent /carer to take responsibility for the injured person should be contacted.

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10. Where the incident involves a Senior player contact the player's next of kin.

2. Access for Ambulances:

Where an Ambulance is dispatched by the Emergency Services the following action must be taken:

1. A member of the Coaching Team needs to wait at the Holiday Park Reception to direct the ambulance to the injured player.
2. All access routes must be entirely clear of vehicles and gates fully opened to allow immediate access.
3. The Holiday Park Reception must be informed.
4. When the Ambulance arrives the Ambulance Crew must be notified of any known medical conditions that might impact on the treatment given to the injured player.

3. Access for Air Ambulances:

Where an Air Ambulance is dispatched by the Emergency Services the following action must be taken:

1. The Landing Areas, detailed in Table 1, must be cleared of all players and spectators.

Table 1: Primary and Alternative Landing Areas

Incident Location	Landing Areas	Note
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1 st XI Pitch	<ul style="list-style-type: none"> ▪ Junior XI Pitch 	<ul style="list-style-type: none"> ▪ All players and spectators must be cleared from the Junior XI Pitch,
Junior XI pitch	<ul style="list-style-type: none"> ▪ 1st XI Pitch ▪ Mini Soccer Pitch Area 	<ul style="list-style-type: none"> ▪ All players and spectators must be cleared from the one or other of these areas
9 a side pitches or mini soccer pitches	<ul style="list-style-type: none"> ▪ Junior XI Pitch 	<ul style="list-style-type: none"> ▪ All players and spectators must be cleared from Pitch.

2. Once the Landing Areas have been cleared of all players and spectators the Coaching Team must ensure that the landing areas are clear of all loose objects (e.g., clothing, rugby balls, water bottles, tackle bags, flags, cones etc.).
3. It is the responsibility of the Coaching Team to ensure that Club Officials are positioned to ensure that nobody, except the injured Player's Parents/Carers (or the adult responsible for the player), the Coaching Teams and First Aid Staff are given access to the Landing Areas.
4. As the helicopter approaches the Player's Parents/Carers, the Coaching Team and First Aid Staff should be the only individuals on the Landing Areas, and they must remain close to the injured player.
5. **When the helicopter has landed it is the responsibility of the Coaching Team to ensure that nobody, under any circumstances, approaches the helicopter. The crew will come to the injured player.**
6. When the Air Ambulance Crew arrive they must be notified of any known medical conditions that might impact on the treatment given to the injured player.

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4. Incident Reporting:

An Incident report form must be completed for **all** incident. The forms can be obtained from the Club Welfare Officer, who will enter the incident in the Incident Report Book.

5. Playing after an injury:

1. Coaches must not allow a player to take part in training sessions and/or matches if they are injured.
2. If a player receives a head injury and any recognized First Aider suspects concussion then the injured player must:
 - 2.1. Stop playing in the training session or match.
 - 2.2. Not take part in a training session and/or match until medically examined.
3. If a player is diagnosed as suffering from concussion then they will not be allowed to take part in a training session and/or match for 3 weeks.

6. Guidelines for dealing with a Minor Incident

1. In the event of a Minor Accident:

- 1.1. Stay calm but act swiftly and observe the situation.
- 1.2. Ensure that there is no risk of further injuries.
- 1.3. Listen to what the injured person is saying.
- 1.4. Alert a First Aider who should take appropriate action for a minor injury.

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- 1.5. Where the incident involves a Mini or Junior player ensure that the rest of the group is adequately supervised
- 1.6. Where the incident involves a Mini or Junior player the Head Coach must contact the injured player's parent/carer. If the parent/carer is not present, then the Head Coach should notify the adult nominated by the parent/carer to take responsibility for the player.
- 1.7. **An Incident Report Form must be completed for all incidents. The forms can be online and are obtainable from the Club Welfare Officer who will need to be alerted of the incident to complete the Incident Report Book accordingly.**

6.2 Playing after an injury:

If a player receives a head injury and any recognized First Aider suspects concussion then the injured player must:

1. Stop playing in the training session or match.
2. Not take part in a training session and/or match until medically examined.
3. If a player is diagnosed as suffering from concussion then they will not be allowed to take part in a training session and/or match for 3 weeks.
4. Coaches must not allow a player to take part in training sessions and/or matches if they are injured.

Equality, Safeguarding and Equal Opportunities Statement

TFC, in all policies and procedures, will promote equality of opportunity for all players and volunteers from all social, cultural and economic backgrounds and ensure freedom from discrimination on the basis of membership of any group,

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including gender, sexual orientation, family circumstances, ethnic or national origin, disability, religious or political beliefs.

TFC aims:

- To provide equal opportunities for all
- To foster good relations and create effective partnerships with the local community.
- To provide an environment free from fear and discrimination, where diversity respect and dignity are valued.

All aspects of safeguarding will be embedded into the life of the club and are to be adhered to and be the responsibility of all.

Policy Version Control. Summary of Changes:

Policy	Version	Reason for Change	Effective Date	Next Review	Author
Emergency Action Plan	3.0	Policy Rewrite.	1.2.24	1.1.25	VO

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