

Tadcaster Harriers Health and Safety Policy Statement

Part 1 - Statement of Intent

Tadcaster Harriers is strongly committed to encouraging our members to be active and take part, with the health, safety and well-being of each member being of prime importance. Tadcaster Harriers will make every effort to recognise and accept its responsibilities for the provision of a safe environment and safe practices for its members; and take all reasonably practicable steps to achieve this. These steps will include:

1. The use of appropriately qualified coaches and run leaders to supervise club training sessions and group running.
2. The development of risk assessments for club activities which will be consulted on and published on the club website.
3. Issuing all run leaders with first aid kits (and basic training) to enable them to administer basic first aid during club activities.
4. Planning safe routes and activities for all abilities catered for by the club.
5. Reporting of all accidents and incidents to UK Athletics via their on-line reporting system – reports to UKA should be numbered.

It is also the responsibility of every club member to cooperate with and aid the club to achieve this by taking responsibility for, and care of, their own health, safety and well-being and that of fellow club members and others we come into contact with during the pursuit of our sport. Members can do this by:

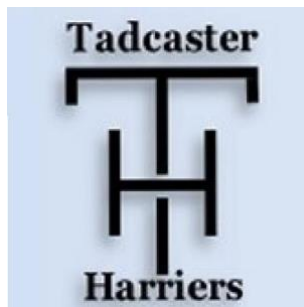
1. Familiarising themselves with the club health and safety policy and risk assessments;
2. Ensure they are medically fit to run at their own risk
3. Those with medical conditions, where appropriate, carry with them relevant details of such conditions and their emergency contact details
4. Ensure their contact details, relevant medical conditions and next of kin details are up to date on the Club membership system and My Athletics Portal.
5. All runner should familiarise themselves with and follow the Guidelines for Running Groups on the Club website.
6. Report any issues to the club such as incidents, accidents and risks that may not have already been identified by the club. All members should report health, safety and well-being accidents, incidents and concerns to a member of the club's committee where they will be investigated and acted upon appropriately where necessary.

Signed:

Date: 2 July 2025

Charlotte George (Club Secretary)

Review Date: 2 July 2027



Part 2: Responsibilities for health and safety

1. Overall and final responsibility for health and safety:

The Club Committee collectively hold overall responsibility for health and safety.

2. Day-to-day responsibility for ensuring this policy is put into practice:

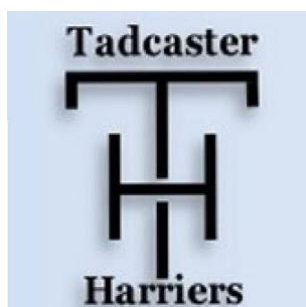
The Club Chairperson has responsibility for ensuring the policy is put into practice, aided by all committee members including those with specific roles related to health, safety and well-being: These are the Club Secretary, Welfare Officers and any other committee member with experience with health and safety (these are currently) David Mullaney, Amanda Whitney, Andrew Sloan and Sarah Cairns

3. To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

- Mark Swinden - Club Chairperson: for ensuring the policy is implemented in practice.
- Charlotte George - Club Secretary: ensuring risk assessments are created.
- Sarah Cairns - reviewing risk assessments and monitoring and reporting of incident and accidents
- Amanda Whitney – Welfare Officer
- Andrew Sloan – Welfare Officer

All members should:

- Co-operate with the Club and Committee Members on health and safety matters
- Take reasonable care of their own health and safety; and
- Share all health, safety and well-being concerns with the appropriate Committee Member as detailed above.



Part 3 – Arrangements for health and safety

Risk Assessment

Charlotte George and Sarah Cairns are responsible for risk assessments. Risk assessments are the basis of the arrangements of this policy and should be reviewed at least annually and more frequently where deemed necessary for example following a significant change.

Types of risk assessments can be found by following the hyperlinks below:

1. Covid - [Covid 19 Risks](#)
2. Regular training runs - <http://www.tadcasterharriers.org.uk/home/club-policies.html>
3. All Event plans will contain a race risk assessment for those races we are responsible for organising.

Training

Tadcaster Harriers ensures all members have already received or are provided with an appropriate level of training for their role for example:

Run leaders - provided with Run Leader training delivered by England Athletics

First Aid – Tadcaster Harriers have agreed to encourage first aid qualifications and appropriate first aid kits are provided to all run leaders. Current England Athletics requirements for new Run Leaders and Coaches include an online first aid module. From 1st April 2022 any persons already holding the same qualifications will be required to undertake an online first aid module when their certificate is renewed on the 3 yearly cycle.

Committee members responsible for health, safety and wellbeing:

- Mark Swinden- Chairman
- Charlotte George - Secretary
- Amanda Whitney - Welfare Officer - Modules 1 and 2 England Athletics
- Andy Sloan - Welfare Officer - Modules 1 and 2 England Athletics
- Sarah Cairns - Chartered Member of IOSH, PGDip OHS

Consultation

Club risk assessments and health, safety and well-being policy shall be consulted with all members of the Committee before publication on the Club website or after any review.

They shall also be brought to the attention of all Club members via email and upon first joining the club, where they will also be encouraged to report any health, safety and well-being issues to any Committee member within Tadcaster Harriers should they need to.

Evaluation & Monitoring

Health, safety and well-being matters should be considered at each Club Committee meeting.

The following matters should be reported on:

- Reported accidents/incidents/concerns
- Work or actions required to comply with the Tadcaster Harriers risk assessments
- Any health, safety and well-being information received from UK Athletics or statutory body
- Annual report on health, safety and well-being matters shall be made to the Tadcaster Harriers Annual General Meeting (AGM).