Kingston Calisthenics College Occupational Health & Safety Policy		Approval Date:	14 July 2017
		Review Date:	14 July 2019
		Version No:	1
President:	Signed:		Name: Sue Macaulay

PURPOSE

Kingston Calisthenics College is committed to providing an environment which ensures a healthy sporting club for its Pupils, Coaches, Assistant Coaches, Team Managers, Parents (Guardians), and Social Members.

Kingston Calisthenics College is committed to keeping all people associated with the Club safe, and to managing any accidents and /or incidents in a manner which minimises harm to individuals by:

- Compliance with all occupational health and safety (OHS) legislative requirements.
- Providing an effective mechanism to report injuries, illnesses, and risk.
- Eliminating or reducing risks that may cause accidents.
- Ensuring students are taught correct techniques to reduce the risk of injury.

SCOPE

All members of the Kingston Calisthenics Community including, Coaches, Assistant Coaches, Team Managers, Parents (Guardians), and Social Members. This policy encourages everyone to take a role in accident / incident prevention.

The Club has a duty of care to provide a safe and healthy environment for its coaches, pupils and members to promote a preventative approach to dealing with injury and illness.

It is important that all incidents are promptly reported and attended to, so as to minimise the risk of the same or a similar incident happening again in the future.

POLICY

- Everyone involved with the Club is encouraged to contribute to accident prevention by reporting potential risks or dangers.
- First aid equipment, and level one first aid accredited coaches will be available for pupils, both at competition and all training sessions.

- Coaches are expected to assist any person who is injured / unwell only to the extent that their training and capacity allows them to safely do so acting on the side of caution, where required they are encouraged to seek further medical assistance, or ambulance support.
- Club coaches will ensure that pupils utilise personal safety equipment and that all equipment is well maintained.
- Accidents, incidents and near misses occurring will be documented using Sports Injury Tracker, (including the treatment undertaken) in accordance with the Kingston Calisthenics College Injury Procedure. Any injury, illness or near miss will be reported at the next committee meeting. This will be regularly viewed by the Committee to improve risk management strategies as required.
- The Club will only use accredited coaches and Working with Children Checks (WWCC). In accordance with our WWCC Policy all members of the club over the age of 18 to hold a valid WWCC including:
    - Coaches
    - Assistant Coaches and Cadets (over the age of 18).
    - Team Managers
    - Costume Managers
    - All members of the Kingston Calisthenics Committee
    - Kingston Calisthenics Club strongly recommends that parents apply for and obtain a WWCC.

- The Club promotes fair play in accordance with the rules of the Calisthenics.
- The Club is a smoke-free organisation and does not permit smoking in or around our pupils whilst at training, competitions or at our annual camp.
- The Club encourages all coaches to adopt a health promotion approach to player welfare including adoption of good warm-up, hydration, and injury management practices.
- The Club will adhere to all safety related directives from both CVI and ACF e.g. ACF Banned Movements

COMMITTEE PROCEDURES TO SUPPORT MEMBER SAFETY

- The Committee will review policies regularly and develop where necessary.
- Policy contents will be communicated to members through newsletter, email or registration forms, encouraging everyone to take a role in accident prevention.
- Collection of emergency contact details from members will occur at Registration and be provided to Coaches and Team Managers in a timely manner.
- First aid kits will be replenished regularly and any items out of date will be replaced.
- All Coaching Accreditation and Working with Children Check status will be checked on an annual basis.