

HEALTH AND SAFETY POLICY

Ballyclare Comrades FC recognises our duties and responsibilities as detailed in the Health and Safety at Work (Northern Ireland) Order 1978 and related legislation.

The Chairman and Board regard safety as an integral of the activities conducted at our venue.

The person with responsibility for Health and Safety of the activities of this organisation is the Chairman.

Command Structure

The following outlines the safety structure at (insert name of sports ground) and each of the positions listed below have a role in health and safety arrangements at Dixon Park:

Club Chairman (or senior member of the Board of Directors)

The Club Chairman has overall responsibility for health and safety arrangements at the Sports Ground. He will ensure that appropriate persons are appointed to devise and implement safety arrangements, and that suitable resources are made available to address safety related issues. He will promote a culture of safety within the club.

He is also the Qualified Person as defined in the Safety of Sports Grounds (NI) Order 2006, and will endeavour to ensure compliance with the Terms and Conditions contained in the Safety Certificate.

Safety Officer

The Safety Officer has control of operational matters at Dixon Park, including safety related arrangements at specified activities. He will ensure that Risk Assessments are carried out in relation to the safety of spectators and others at the Sports Ground. He will implement the controls identified in the Risk Assessments. He will draft management plans for the safety of spectators and ensure that they are implemented. He will ensure a Contingency Plan is drafted, and tested. He will ensure that all safety personnel are properly trained and briefed. He will ensure the Sports Ground is inspected at appropriate times and ensure the terms and conditions of the Safety Certificate are followed.

He will report to the Board on all safety related issues, including the condition of the Sports Ground.

Stewards

Stewards will follow the direction of the Safety Officer in the implementation of the safety plan for specified activities at the venue.

Stewards will report to the Safety Officer.

Other Staff

Other staff will follow directions given to them by the Safety Officer. They will undertake duties as directed by the Safety Officer or other identified person.

They will report to the Safety Officer or other identified person.

Contractors

Contractors will undertake the duties specified to them by the Safety Officer or other identified person. They will provide Risk Assessments, Method Statements or other safety related documentation as requested.

They will report to the Safety Officer or to another identified person.

Arrangements for Ensuring Health and Safety

The Safety Arrangements at the Sports Ground will be based on the control measures identified in Risk Assessments carried out. The Safety Officer will arrange for Risk Assessments to be carried out in relation to the activities associated with the activities conducted at the venue, and in particular the arrangements to ensure the safety of spectators attending specified activities.

The arrangements for undertaking risk assessments are:

- The safety officer will arrange for risk assessments to be undertaken
- The findings will be reported to the Board/Committee
- The Qualified Person will approve the control measures that are adopted
- The Safety Officer and Qualified Person are responsible for ensuring all actions required are implemented
- The Safety Officer and Qualified Person will check that the actions remove or reduce the risk
- The Safety Officer will review the risk assessment.

The arrangements for providing safety training are:

- The Safety Officer is responsible for organising training
- The Safety Officer will ensure all training is appropriate
- The Safety Officer will ensure training records are maintained

The arrangements for crowd management are:

- use of control tower for monitoring purposes by the Safety Officer or a steward designated for this duty by the Safety Officer
- 3 trained stewards will be used to monitor the crowd

The arrangements for the Planned Preventative Maintenance Programme are:

- The Safety Officer will be responsible for drawing up the programme
- The Safety Officer will ensure the appropriate persons undertake inspections and tests of the safety systems

- The Safety Officer will maintain records of tests and inspections

The arrangements for drawing up a Medical Plan are:

- The Safety Officer will be responsible for developing and monitoring the effectiveness of the plan
- The Safety Officer will be responsible for maintaining a record of injuries to spectators

The arrangements for developing contingency plans are:

- The Safety Officer will be responsible for this plan
- The plan will be tested at least annually
- The Safety Officer will arrange for the plan to be reviewed in the light of an incident