

# Norwich Dragons Hockey Club

## Safety Procedures

### Guidelines for Dealing with an Incident/Accident

- Stay calm but act swiftly and observe the situation. Is there danger of injury/further injuries?
- If necessary, evacuate the pitch in a calm and controlled manner and proceed to the Evacuation Assembly Point (for TCH Dragons' Den this is near the tarmac tennis courts to the north of the cap park), ensuring that the rest of the group, as well as the casualty, are adequately supervised.
- If there is an injury, listen to what the injured person is saying.
- Alert the First Aider or Level 2 Coach who should take appropriate action for minor injuries.
- In the event of an injury requiring specialist treatment, call the emergency services. A phone is available at the Goals Reception and mobile phones will be available pitch side.
- Do not move someone with major injuries unless they are having difficulty breathing or are in serious danger of further injury. Wait for the emergency services.
- Contact the injured person's parent/guardian/next of kin. If telephone number not readily available, contact **Natalie Beal** (for NDHC junior/youth members) on 07828 804518 or **Hannah Hardy** (for NDHC adult members) on 07917652822. For opposition players, ensure appropriate contact is being made. If you are unable to contact either Natalie or Hannah, call **Mike Hardy** on 07920004963.
- Complete an incident/accident report form and return to **Natalie Beal** (juniors/youth) or **Hannah Hardy** (adult members).
- First Aid kits are supplied to each team and will be at pitch side for matches and coaching sessions.
- At TCH Dragons' Den help will be available via the Goals Soccer Centre, if we do not have a First Aider on the pitch or at pitch side.