

Athletics Coach Award

Health & Safety



a) Insurance

- To ensure that UKA can continue to provide insurance cover for all of its events and coaches it is crucial that a safe environment is maintained

b) The Law

- UKA has an obligation to provide a risk assessment for all of its activities
- Under Common Law, coaches have a “Duty of Care” for the athletes they are coaching and others who might be affected by their activities

c) Good Practice

- The application of safe practices will improve standards, make the sport a more enjoyable experience and encourage greater participation



What is Risk Assessment?

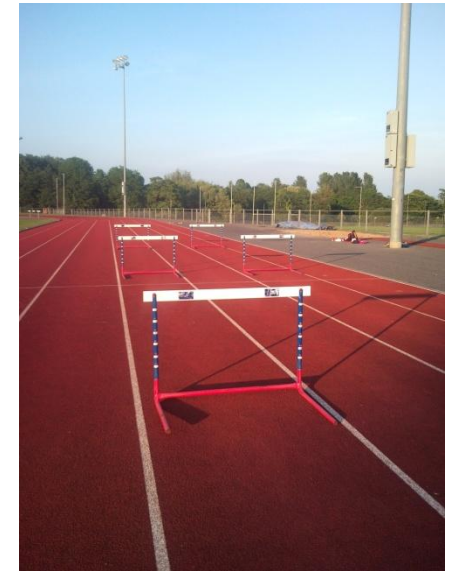
- The assessment of risks is an every day occurrence and something that we all do. Most of the time it is done subconsciously, for example when we cross the road or drive a car
- A risk assessment is simply a careful examination of the hazards which could cause harm to those people involved in athletics. Its purpose is to determine whether sufficient precautions have been taken to ensure that no-one has an accident or suffers an injury, or whether additional safeguards need to be put in place
- One of the keys to successful risk assessment is to determine the seriousness of a hazard and to consider whether the safeguards ensure that any risk is small



Identification of Hazards

The following are examples of hazards

- Slipping/tripping hazards
- Tracks
- Hurdles
- Athletes
- Events
- Landing areas
- Runways
- Throwing areas
- Weather



Those who might be harmed

- The athlete
- Fellow athletes
- Officials
- Coaches
- Spectators and parents
- Other ancillary help
- Ground staff



- Certain activities entail higher risk than others. In general field events and their activities tend to pose a higher risk than track events
- In the jumping events, the high jump represents a higher risk to the athlete than the long jump
- In the throwing events the risk is greater for those who are not throwing, than for the throwers themselves (other athletes, coaches, officials, etc.)
- The severity of the risk depends upon:
 - The likelihood of an accident occurring
 - The severity of the harm



Control Measures

- Eliminate the hazard
- Reduce the hazard
- Post warnings - instructions



To eliminate or reduce risks to an acceptable level coaches need to consider the following:

- Modifying the event site i.e. high jump landing area
- Repairing or replacing existing safeguards i.e. a landing area
- Adding additional safeguards i.e. extra matting
- Re-programming events to avoid conflict i.e. javelin and high jump
- Ensuring that their athletes have the technical skill and appropriate physical levels for the tasks they are undertaking



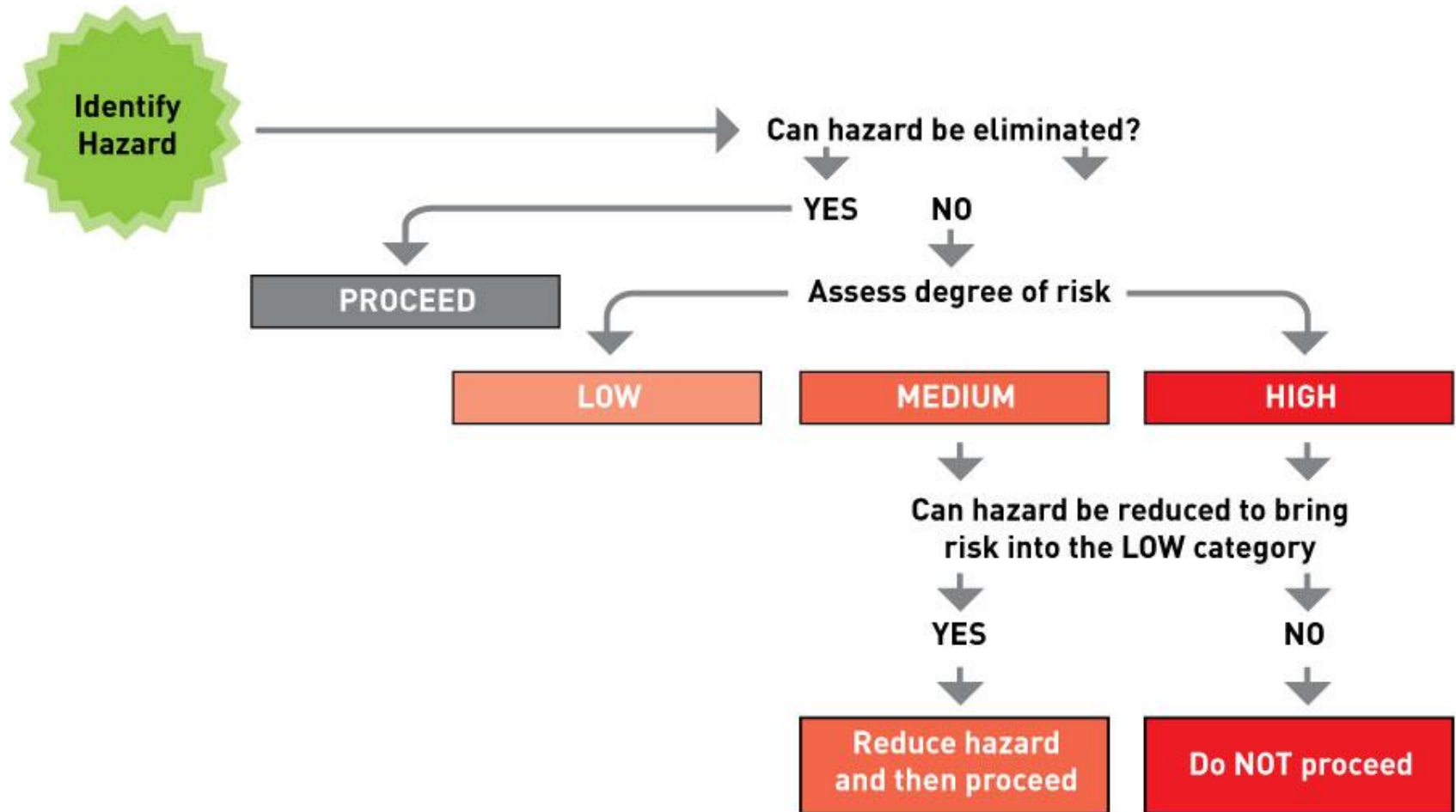
STEP 1 - Look for the hazards

STEP 2 - Decide who might be harmed and how

STEP 3 - Evaluate the risks and decide whether the existing precautions are adequate or whether more should be done



Risk Assessment Process



Be aware of hazards specific to the terrain or facility where activities are taking place.

- a) Playing Fields: uneven ground, potholes, slippery surfaces, debris, etc.
- b) Indoor Halls: lack of space, walls and wall projections, other activities, floor surfaces, etc.
- c) Running Tracks: Ensure that the track has a current and appropriate UKA Certificate and refer to the UKA Code of Practice for the Safe Conduct of Track and Field Events in cases when UKA competition equipment will be used



General Considerations

Training Activities and Events

- a) Ensure that athletes are fit for the activities. Do not allow athletes to train or compete if they have injuries or are feeling unwell
- b) Ensure that all activities are appropriate to the athlete's age, stage of development and abilities
- c) Ensure that all athletes are familiar with the safety routines specific to the activity in which they are participating
- d) Be aware of changing weather conditions



Event Area Risk Assessment and Practical Application to Coaching



Jumping



Jumping for Distance

- Examine runways and take off boards to ensure no worn or damaged areas
- Ensure that no obstructive check marks are placed on the runway
- Ensure that measuring tapes do not encroach onto runway or jumping areas
- Ensure that athletes jump only when the runway up and landing areas are clear
- Use appropriate organisation to ensure safety during jumps
- If using a pit ensure that sand is dug over
- Check that landing area is free of dangerous extraneous material
- Rakes and brushes used for levelling and cleaning should be kept away from landing area and that prongs of rakes should face the ground



Before the training session:

- If outdoors ensure that weather conditions are suitable for training
- Check that the landing area is safe, dry and secure
- If using a high jump bed, check that the landing area is securely fastened together
- If pallets are used ensure that they do not protrude beyond the landing areas
- Ensure that the run up is free of holes and foreign debris
- At night ensure that the lighting is adequate

During the training session:

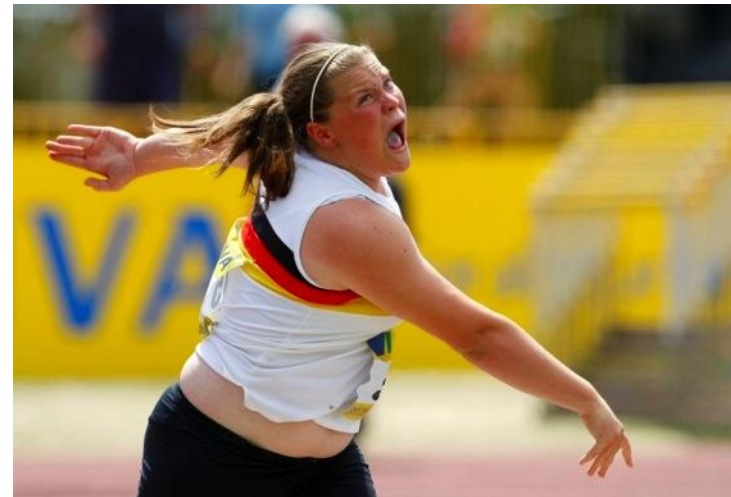
- Ensure that the landing area is checked periodically for movement or gaps
- When outdoors be aware of any deterioration in weather conditions
- Ensure that the run up is kept free of obstacles and that athletes are not impeded by other athletes, coaches, etc



Event Area Risk Assessment and Practical Application to Coaching



Throwing



- Do not throw when someone is in front of the thrower
- Ensure that athletes do not throw until the coach signals that it is safe to begin
- Use equipment appropriate to ability level
- Use appropriate organisation to ensure safety
- Ensure that implements are returned by hand only
- Athletes and coaches must be aware of the need for concentration at all times
- Javelins are to be returned after throwing by carrying vertically and not by throwing. Athletes carrying or collecting javelins should always walk
- When approaching a thrown javelin coaches or athletes should approach the javelin from the side and not move in towards the pointed end of the javelin



Pull Throw

- Never throw a javelin towards someone or have them throw towards you
- Javelins, when not in use, should be placed on a rack
- Ensure that the throwing area is clearly marked out and preferably roped off



Before the session :

- Use appropriate organisation to ensure safety
- If using circle take the following steps:
 - Sweep out dirt, grit and any standing water.
 - Examine metal rim to ensure no protrusion or shards of metal.
 - Ensure that stop board is not damaged so as to cause injury.
 - Ensure that stop board is firm and stable
- Advise all athletes of safety procedures

During the session:

- Throws must always take place from the designated throwing area
- All coaches and athletes must be aware of the need for concentration at all times
- Coaches forward of the stop board should stand outside the sector lines and always face the circle.
- The equipment should be returned using appropriate apparatus or by carrying and not throwing or rolling.



Event Area Risk Assessment and Practical Application to Coaching

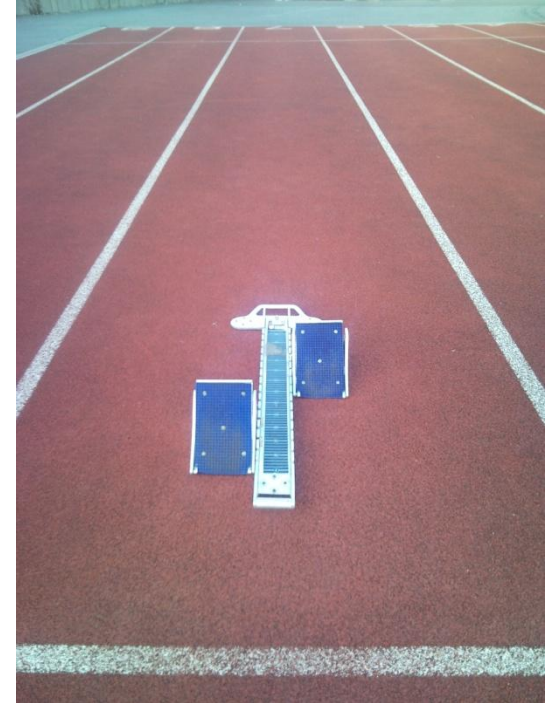


Running



Running

- Be aware of other athletes using the track.
- Observe local lane discipline.
- When using starting blocks ensure they are firmly secured on the track.
- Always use hurdles in the correct direction and in the appropriate manner.
- The use of loose canes placed on bricks or cones should be avoided.
- Hurdles must be set at a height appropriate to the age and ability of the athletes.



Off-Track Running



- All training runs held away from the track must be risk assessed
- Ensure appropriate safety instructions are issued to all runners especially young athletes
- Be especially vigilant when running at night
- Be aware of changing weather conditions
- With younger athletes under 18, parental permission is required for any training away from the club premises and track
- Reflective clothing should be worn when training, especially at night



- Accidents and incidents that happen during the training sessions must be reported to UKA
- Report forms can be downloaded from the UKA website or can be obtained from clubs or territories and should be completed either by the coach or by an appropriate club official. Alternatively they can be completed and emailed directly to UKA on the UKA website

A Reportable Accident

A reportable accident is one in which a person suffers an accident as a result of which that person requires or is likely to require medical treatment

<http://www.uka.org.uk/governance/health-safety/>



A Reportable Incident

A reportable incident is one, which in slightly different circumstances, might have led to a reportable accident i.e. A near miss in the javelin or hammer.

What to Do in the Event of a Dangerous Incident

Notify the club or coach who in turn will :

- a) Notify the facility where the incident occurred.
- b) Complete the UKA Accident/Incident report form



What to Do in the Event of an Accident

Notify the club or coach who in turn will:

- Notify the facility where the accident occurred
- Record the following details:
 - a) Date and time of accident
 - b) Details of the injured person
 - c) Name of event and promoter
 - d) Description of accident with diagrams and/or photographs if possible
 - e) Nature of injuries
 - f) Details of any first aid and names of first aiders
 - g) Names of any other person present
 - h) Details of the reporting person



In the case of a reportable accident (i.e. an accident in which the injured party requires or is likely to require medical treatment) the UKA Accident/Incident Report form will need to be completed by the reporting person. The reporting person is likely to be the coach but can be any responsible person.

IF IN DOUBT REPORT THE INCIDENT/ACCIDENT

Peter Sutcliffe (Safety and Facilities Manager)

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- UKA Insurance provides UKA coaches with Public Liability and Third Party Insurance. It also provides Personal Accident Insurance and Travel Insurance when travelling with a UKA or Home Country representative team. For fuller details coaches should refer to the UKA leaflet 'Insurance Cover for Coaches' available from UKA
- Coaches should always ensure that they have insurance cover for any activities that they undertake
- In the event of accident occurring in which a claim is likely to be made, coaches should ensure that all relevant details of the accident/incident are recorded and that all correspondence is conducted through the insurers



Please go to your Coaching Diary, complete the Health and Safety questionnaire and then tick the box on page 2 to say you have completed the assignment.



Contacts

Health and Safety

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References for Track and Other Events

Refer to the following:

- UKA Approved Code of Practice for the Safe Conduct of Track and Field Events.*
- UKA Approved Code of Practice for Athletes with a Disability.*
- UKA Cross-Country Handbook
- UKA Road Running Handbook
- UKA Code of Practice for Endurance Events.*

*Available from the UKA website (www.uka.org.uk)





For further information please contact:

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