



First Aid Policy

The Club recognises the importance of First Aid in treating injuries and illness and preventing further injuries or illness. The health and safety of our members and guests is a key focus for the Club.

The purpose of this policy is to provide clear guidelines and practical procedures for the provision and implementation of First Aid at all club events. The Club will implement this policy to allow for effective management and treatment of injured and ill members. In outlining these procedures, the Club will follow Industry and Sports specific first aid guidelines. The club reserves the right to cancel, postpone and/or alter an event in the interests of the safety of all members.

First Aid Officers

The Club is reliant on volunteers in all aspects of its operations. The provision of First Aid by volunteers may and will be necessary for circumstances of illness or injury. As a matter of course, on game days we request that a volunteer from each team is allocated as the First Aide Officer for the team (this could be the Team Manager or Coach). Preferably these volunteers are first aid qualified. It will be a consideration of the Club in the future to offer First Aid courses for those interested.

During Club run tournaments and events, different volunteers will be available and on hand to assist with First Aide requirements. Rosters will be made available throughout these events. The Club Committee should determine which volunteers should be trained as First Aid Officers and arrange relevant training.

First Aid Kit

(a) Spring street & Sillitoe Reserve Clubhouses

The contents of the first aid kit must be protected from dust and damage, and be kept in a container that clearly identifies the contents and purpose. The container must be easily recognisable (for example, a white cross on a green background prominently displayed on the outside) and should not be locked. The first aid kit will be easily accessible for all volunteers in the Club clubhouse. The first aid kit must be inspected by the First Aid Officer every three months to ensure that it is well stocked and items with expiry dates are replaced before they expire. The Secretary must be advised if stock needs to be replenished.

(b) Team Kits

Each Team Managers Bag will be given with a basic first aid kit and a First Aide folder with some Incident Report Forms.

All Senior Kits will have both a first aid and physio first aid kit.

Team Managers are responsible to ensure they have sufficient stock throughout the season, with receipts for any purchases sent to the treasurer@sandinghamsooccerclub.org.au along with details of the purchase and bank details for the refund.



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First Aid Treatment

If a person requires first aid treatment, the nearest First Aid Officer will attend to the injured or ill person and provide assistance that they consider the most appropriate. First Aid Officers must only provide assistance in accordance with their training.

Where an injury is of a more serious nature and requires the person to be referred to a doctor or taken to hospital, the First Aid Officer will determine the appropriate transport in consultation with the patient/parent.

The First Aid Officer shall record the following information on the Incident Report Form supplied in the Team Manager Kits:

- Name and location of the person
- Type of injury, if known
- Treatment provided
- The outcome, if known

First Aid Records

When using supplies from the first aid kit, please document what has been used and arrange top-ups (as listed above) and seek a refund from the club immediately. Please remember to complete injury form on the same day. <https://forms.gle/dSGM2GbwXeofAcTu5>