



NIDDRIE GYMNASTICS HEALTH & SAFETY POLICIES

DATE OF ISSUE: May 2009
UPDATED: March 2022
DATE OF REVIEW: March 2023
CONTROLLING BODY: NIDDRIE GYMNASTICS Committee

1. STATEMENT OF COMMITMENT

The management of NIDDRIE GYMNASTICS is committed to providing and maintaining a safe and healthy working environment for its employees and anyone entering upon its premises or with connection to the club's business operations. The aim of NIDDRIE GYMNASTICS Health and Safety Policy is to promote and maintain the health and wellbeing of staff, members, visitors, contractors, and volunteers, and to minimise the risks of injuries.

2. POLICY APPLICATION and COVERAGE

The policy applies to all NIDDRIE GYMNASTICS employees, members, visitors, contractors and volunteers. It also covers all activities both on and off the premises, including competitions, displays and events.

3. POLICY ROLES AND RESPONSIBILITIES

MANUAL HANDLING

In demonstrating Management's duty of care, the Committee will make every reasonable effort to provide a working environment that minimises incidents of risk or personal injury, ill health, or damage to property. This includes:

- Providing employees with appropriate training.
- Providing safe equipment and systems of work
- Regular consultation on health and safety issues
- Provide first aid equipment and accredited First Aiders at all training sessions and competitions.

- Ensuring adequate public liability and player insurance of all members.
- Encouraging all gymnasts with a prior or current injury to seek professional advice from a sports medicine professional and be fully rehabilitated before returning to train.
- Encourage all members to adopt practices that seek to prevent injury.

A safe working culture is the responsibility of everyone and this can be best achieved through cooperative efforts of employees. A safe culture will be reinforced through:

- Continually identifying, assessing and controlling possible risks to the health and safety of people that may arise in the workplace.
- The provision of information concerning such risks and the promotion, instruction, training and supervision of employees to ensure safe work practices.
- Giving employees and customers the opportunity to participate in health and safety decisions that affect them.

Coaches and Members must

- Be dressed appropriately for class
- Remove jewellery and other ornaments where it is deemed to represent a threat to safety
- Secure long hair
- Secure spectacles during activity
- Be free of any physical injury which may affect their capacity to participate or which may be aggravated as a result of participating
- Ensure Injury Accident Procedures are followed
- Promote the use of relevant safety equipment

Program

- The coach must ensure that the program includes:
- Appropriate warm-up, stretching and cool-down activities
- Instruction in prerequisite skills prior to each activity
- Activities which are safe for the students' level of readiness and appropriate for the skill
- Progressive and sequential skill development
- Activities which challenge the student to progress beyond past performances, master new skills, and achieve the fulfilment and personal development necessarily entailed in the process.

Equipment

- Equipment and maintenance of equipment must include the following:
- Heights, distance and apparatus arrangements must be considered
- Apparatus must be appropriately arranged to allow for safe landings (spaced to allow for falls)
- Apparatus must be arranged so as to avoid students crossing the path of other participants
- Apparatus must be correctly assembled
- Matting should be sufficient for the activities to be performed and be in position to minimise risk of injury
- All metal equipment must be checked regularly for loose connections, rusty parts, faulty joints and condition of supports and springs

- All wooden equipment must be checked for loose screws and bolts, warping, splitting, splintering, rough edges, faulty joints and instability
- Mats must be checked regularly for torn materials, frayed edges, loss of resilience, uneven surfaces
- All ropes and ladders must be checked regularly for fraying and rotting
- Faulty equipment should be noted and action taken to repair it. Until it is repaired, faulty equipment must only be used for activities for which it is still safe. If there are no activities for which the equipment can safely be used, it must be removed from use. (Any faulty equipment must be removed from use.)

Moving Large/Heavy Equipment

- Extra care must be taken when moving large and/or heavy equipment for training or competitions
- All pack up and set up of large equipment is only to be done with the required number of adults assisting and under the full supervision of a senior coach
- Trampoline – 4-6 adults (males) plus Senior Coach to fold up and set up
- Large crash mats – 3 adults plus coach
- Double Mini – 3 adults plus coach
- P-Bars – 3 adults plus coach
- Uneven Bars – 3 adults plus coach
- Beams – 3 adults plus coach

HEALTHY CLUB

Nut Free

NIDDRIE GYMNASTICS is a Nut Free Zone. No food with peanuts or traces of nuts is to be consumed on the premises. Anaphylaxis Action Plans are to be provided (on Enrolment) by parents of children who have had previous anaphylactic events.

Smoking

NIDDRIE GYMNASTICS recognises that smoking and passive smoking are hazardous to health. We will ensure a smoke free environment by:

- Ensuring all areas of the club, including the change rooms, offices, in front of the building, and all club functions are smoke free.
- Prominently displaying non-smoking signage.

Medications

NIDDRIE GYMNASTICS discourages the use of medications in respect of injury/recovery that would enable a participant to compete where they would not otherwise have been able.

- The Club is guided by the Sports Medicine Australia policy on the administration of medications by non-medical personnel.

Healthy Eating

NIDDRIE GYMNASTICS recognises that healthy eating plays a critical role in the physical and mental development of children and in the performance abilities of children and adults.

The Club acknowledges the importance of good nutrition for sports performance by promoting good nutrition and healthy eating messages.

4. POLICY BREACHES AND CONSEQUENCES

In the interests of maintaining safety, contractors, employees, visitors and customers are required to observe and comply with all health and safety standards and rules produced. This includes any safety signage or warnings, or instruction given by any club employee whilst on our premises.

Coaches, parents and senior gymnasts are expected to set appropriate examples and act as role models for junior club members. The club will make information available to club members and families to promote healthy lifestyles.

Breaches of the policy will be addressed through the Club Committee. Anyone wishing to discuss any aspect of this policy is invited to contact any members of the committee.

5. CONFIDENTIALITY AND REPORTING

The NIDDRIE GYMNASTICS Committee of Management and administration responsible for implementing this policy will keep confidential the names and details of all information unless disclosure is necessary as part of the disciplinary or corrective process in the event of a breach of policy. An analysis of Injury Reports is completed each Term by the Head Coach to ensure the risk of further injuries are minimized.