



Crowd Safety Policy for: Court Place Farm, Marsh Lane, Marston, Oxford, OX3 0NQ

This document shall be regarded as an extension of Oxford City FC's (The Club's) Health and Safety Policy.

Section A: General Policy

A1 Body with Final Responsibility: Board of Directors

A2 Safety Facilities:

The Board of Directors will undertake responsibility to ensure, as far as reasonably practicable, that all premises and facilities at Court Place Farm Stadium are constructed, maintained, checked and managed in such a way that as far as is reasonably practicable that the reasonable safety of everyone attending a match at the Stadium is assured.

A3 Safety Staff and Systems:

The Senior Management team undertake to provide sufficient competent staff to ensure the safe admission, accommodation and exit of spectators at all times the Stadium is in operation on match day.

Section B: Allocation of Responsibility within the Club

B1 Person with Final Responsibility: Safety Officer

Nominated person to instigate, supervise and undertake detailed safety management requirements in liaison with Oxford City Council, Thames Valley Police, Oxfordshire County Council Fire and Rescue Service in accordance with the Crowd Safety Policy.

Is responsible for operational responsibility for the safety of spectators on a match day. In respect of any safety related issue, all club employees shall respond to and operate under his control and direction.



B2 Monitoring of the Crowd Safety Policy:

The Senior Management will be responsible for monitoring the effectiveness of the Crowd Safety Policy and its communication to all employees.

Each Departmental Head will ensure all their staff are familiar with this document.

All new employees and volunteers will be made aware of the Crowd Safety Policy on induction and it will be included in new starter training.

B3 Crowd Safety Policy Review:

The Crowd Safety will be subject to regular review as an agenda item of the Board meeting, the date of each review being recorded in the minutes.

Such review will assess changing hazards, risks, evaluation of safety management performance, taking into account any accidents or incidents or any undesired circumstances or near misses which have the potential to cause injury or harm to spectators.

Section C: Spectator Safety Objectives

C1 Structure for Implementing the Crowd Safety Policy:

The Club will operate a spectator safety structure based on the following:

- **Board of Directors**
- **Head of Match Day Operations**
- **Safety Officer**
- **Stewards**

Spectator safety relies upon the stewards implementing the Crowd Safety Policy and referring any difficulties to the Head of Operations.

At all times spectator safety responsibility will follow the organisation chain of command and all spectator safety matters will be dealt with within this structure.



C2 Crowd Management

Entry of Spectators:

The Club will ensure the provision of adequate spectator and staff entry systems to the stadium. Turnstiles will be used to ensure that the prescribed capacity for any area of the ground are not knowingly exceeded. The club will employ sufficient competent staff to manage the entry of spectators prior to and during each match.

Special arrangements will be made for persons with disabilities.

Management of Spectators in the Ground:

The Club operates a spectator safety management system, incorporating senior safety staff, stewards and systems as required by the General Safety Certificate to ensure the reasonable safety of spectators when entering, viewing the match and leaving the Stadium. Signs, which govern hazards or relate to safety matters, will be placed prominently at all points of the Stadium.

Any safety matters which are specific to any match will be conveyed to spectators at the event either by the PA system, the match day programme or such other means as may be reasonably required. The Club will resolve matters which relate to public order incidents or any other type of criminal activity.

Exit of Spectators:

The club will ensure the provision and maintenance of an adequate number of exits from the Stadium to accommodate the safe exit by spectators of the maximum capacity of any area in use.

Special arrangements will be made for persons with disabilities.

C3 Stewarding:

It is the responsibility of the Club to recruit, train and maintain a sufficient number of competent stewards to meet its obligations under the General Safety Certificate.

Matters of criminality or public disorder will be referred to the Thames Valley Police.

The Club will adopt the guidance provided by the football governing bodies in relation to the training and conduct of stewards. All stewards will be required to attain the recommended qualifications in Spectator Safety.



C4 Communications:

With the public:

The Club will endeavour to promote good relations and communications with the public by the following methods:

- **Public address system.**
- **Encouragement of supporters membership schemes.**
- **Encouragement of stewards in customer care.**
- **Encouragement of feedback from all sources both inside and outside the facility regarding events at the Stadium.**

With staff:

The Club will encourage two-way communication with staff on all spectator safety-related matters. Periodical staff training sessions will support this.

C5 Fire Precautions:

The Club will endeavour at all times to minimise the danger and effect of fire. This will be achieved by a process of fire risk assessments in compliance with the Regulatory Reform (Fire Safety) Order 2005.

C6 First Aid/ Medical Provision:

The Club will ensure the provision of first aid requirements. The Club will arrange for the attendance of a qualified First Aider.

Full details of the medical support arrangements for matches at the Stadium are contained in the Emergency Action Plan.

C7 Stadium Contingency Plans:

The Club will take reasonable steps, through a process of risk assessment, to identify all possible hazards, which could affect the reasonable safety of spectators or disrupt the normal operation of the stadium whilst spectators are in the Stadium and prepare contingency plans to deal with such incidents. Where such incidents could lead to a major incident, the Club will brief the emergency services and work with them to ensure that these plans are compatible and adequate.