



Massey Ferguson RC Health and Safety Policy and Guidelines 2024

Policy

Massey Ferguson RC (MFRC) aims to promote the health, safety and welfare of all persons to whom we owe a duty of care, including athletes, volunteers, coaches, spectators and guests through a commitment to the development of a positive health and safety culture.

To achieve the highest possible standards MFRC aims to, so far as is reasonably practicable:

- comply with all relevant health and safety legislation and guidelines;
- conduct risk assessments, ensuring actions arising are implemented and the risks are reduced to the lowest practicable level;
- provide defined guidelines, which include safe methods of working for all those involved in the delivery of club activity;
- seek to prevent accidents, incidents and near misses;
- report any accidents, incidents and near misses arising from club activity and ensure the timely completion of investigations to prevent incident reoccurrence;
- implement emergency and first aid procedures;
- ensure mechanisms are in place to report hazards and identify and rectify faults;
- ensure suitable welfare arrangements are in place and provide a safe and healthy working environment for all those involved in club activity, and;
- provide appropriate information, instruction and supervision to ensure all those involved in club activity take care of their own safety and welfare and that of others.

The Club Committee is responsible for the implementation and management of the health and safety arrangements that exist within MFRC and accepts this responsibility. The Committee will review this policy statement and the Guidelines at least annually and any revisions will be made accessible to members.

Guidelines

The scope of the Health and Safety Guidelines (“the Guidelines”) set out below extends to training sessions and organised Club events. In order to achieve its aim, the Club will;

- Endeavour to provide helpful guidance to members verbally and make the Guidelines available to all members
- Ensure that Club coaches and Run Leaders have appropriate training to lead Club training sessions and are known to members
- Provide suitable facilities and equipment for Club training sessions and Club events
- Ensure that any organised Club race or Club event is subject to a suitable and sufficient risk assessment

Run Leaders are also issued with Guidelines separately for guidance on how to lead a training session safely.



Member Responsibility

Members should familiarise themselves with the Guidelines. The Guidelines include advice on weather, terrain, personal limitations and protecting your fellow Club members. As members you have a responsibility to do your best to prevent harm to yourselves, your running partners or members of the public. As members you should acknowledge that you owe a duty of care to not wilfully injure yourselves or others by your negligent acts or omissions.

Reporting

The Club relies on its members to report any problems encountered whilst running on training routes. For example, dangerous stiles, damaged pavements, potholes, poor visibility etc.

Policy agreement: Policy adopted on 2 September 2024. For review – November 2025



The Guidelines

All members agree to abide by the Club's Guidelines as follows:

Safety generally: All Club members must take personal responsibility for their own safety, whilst keeping a watchful eye on others running in the same running group, particularly new members and the general public. Consideration should be given to others, and common sense used. Members should be aware of the advice available through running magazines and other sources on issues including diet, dehydration and the treatment of strains and injuries due to participation in the sport. Advice should be sought from experts and professional practitioners outside the Club as appropriate.

Medical conditions: All members of the Club declare themselves medically fit to run at their own risk and shall not hold the Club responsible for any incident occurring through a personal medical condition or injury. Members with any medical conditions agree, where appropriate, to carry with them the relevant details of the condition and their name, address and emergency phone number contact details. Voluntary disclosure of medical conditions shall be the responsibility of the individual member or their carer in circumstances where they consider an individual risk assessment approach to their welfare may be appropriate.

Appropriate clothing: Members should understand the value of wearing appropriate clothing for the time of year and appropriate shoes for the variations of terrain. When running in the dark members should take responsibility for making themselves highly visible by wearing bright, reflective clothing with reflective strips/shapes and running lights. Please be aware that drivers may find it difficult to see you.

Staying together: Each running group endeavours to stay together as much as possible. Members should take care to listen to the proposed route before setting off. The running group leader should ensure that a head count is taken and that a tail runner (**back-marker**) has been assigned to ensure that no one individual gets left behind. Whenever mixed ability occurs within a running group, regrouping should take place at appropriate times along the route to ensure that no one individual gets left behind. If anyone decides to leave the running group whilst out on the run, they must inform at least one other runner in that running group and that runner should inform the run leader at the earliest opportunity. Upon returning to the start the running group leader should check that everyone who started out has returned or can be accounted for.

Road Sense: Routes shall be planned to avoid unlit roads at night during hours of darkness. Routes passing along roads without footpaths shall be avoided if busy or conditions are inappropriate, and on routes including quieter roads runners shall run to the right to face any oncoming traffic or to the left at bends where forward visibility to the right is limited.

Weather: Sessions shall be planned taking account of expected weather conditions and may be rescheduled, cancelled or routes amended if deemed necessary, for example lightning storms, frozen road or pavement surfaces, fog or extreme heat.

Club Events: All sports events organised by the Club shall be kept under review and if necessary allocated members shall undertake and record risk assessments and Event Health and Safety Plans. All events shall be staged in accordance with the rules and guidelines stipulated by England Athletics and their insurers.



Incidents: A majority of members of each running group should, if reasonably possible, carry an adequately charged mobile phone, and as an absolute minimum one member of the running group must do so. In the event of an incident, members should first check if anyone is injured and at least one member should stay with the injured person, who should not be moved unless their location is immediately life threatening. If appropriate, emergency services should be contacted using 112 from a mobile phone as it will record your location; alternatively use 999. Finally, a member of the Club Committee should be informed as soon as is practically possible in order that relatives can be informed and incident records made.

Incident records: Any incidents should be reported to a member of the Club Committee for future reference, and for making known to all Club members when appropriate. Actual incidents involving any member or third party shall be formally recorded with a member of the Club Committee in accordance with England Athletics guidelines.

Policy agreement: Guidelines adopted on September 2024. For review – November 2025