



## **London Frontrunners**

### **Health and Safety Policy**

This Health and Safety Policy (the Policy) has been made under Articles 26 and 27(a) of the Constitution and shall be binding upon all Club members unless and until it is repealed.

#### **General Statement of Health and Safety Policy**

1. The London Frontrunners (the Club) takes the health and safety of its members and those who come into contact with the Club seriously. The objective of this Policy is to ensure the health and safety of Club members and those who come into contact with the Club through the provision and maintenance of a safe environment and the operation of safe practices. For the purpose of this Policy, “members” includes those persons who have not joined the Club but who run with the Club as guests either to see whether they wish to join the Club or whilst visiting London.
2. The Club, acting through the Committee, will take all reasonable steps to achieve this objective, including by fulfilling its responsibilities and duties set out at paragraphs 7 to 12.
3. The responsibility to achieve this objective is also shared by all Club members who should take responsibility for their own health and safety, and familiarise themselves with their duties and responsibilities set out in this Policy.

#### **Scope of this Health and Safety Policy**

4. The scope of this Policy extends to the Club’s regular weekly runs, the Club’s training and coaching sessions, and trail runs. It does not extend to social events (such as meals and drinks) which take place after any runs, training and coaching sessions, or trail runs. Nor does it extend to any other events organised by the Club.
5. Whilst Club members are on the premises of any changing facility prior to and after a run or coaching session, or at an LFR activity venue prior to, during and after a coaching session, this Policy shall be considered subordinate to any policy or procedure in place at the changing facility or at an LFR activity venue. Club members shall abide by any policy, rule or requirement of the changing facility or LFR activity venue.
6. This Policy does not apply to Club members when taking part in or attending a race or other event not organised by the Club. Club members shall abide by any policy, rule or requirement set down by the organisers of that race or event.

## **The Club's Responsibilities and Duties**

7. Where necessary, the Committee shall consider health and safety matters at Committee meetings. In particular, the Committee shall discuss the following matters as and when necessary:
  - (a) Any issues, concerns, accidents or incidents which have been reported to the Club Secretary, and
  - (b) Any actions which need to be taken to comply with Risk Assessments carried out by the Club.
8. The Committee shall undertake a suitable and sufficient risk assessment of all Club runs and training and coaching sessions. These shall be reviewed at least annually. Risk assessments shall be made available on the Club's website.
9. The Committee shall maintain a register of emergencies and incidents and investigate any incident which is considered serious (for example, a Club member requiring medical treatment) as per paragraph 26.
10. The Committee shall ensure that this Policy be made available on the Club's website and brought to the attention of all Club members upon joining the Club or renewing membership of the Club.
11. Club members shall be encouraged to report any health and safety issues or concerns to the Club Secretary as soon as practicable.
12. The Committee shall review this Policy on at least an annual basis.

## **Club Members' Responsibilities and Duties**

13. Club Members shall familiarise themselves with this Policy.
14. Club members shall take responsibility for their own health and safety and be aware of, and observe, the guidance contained within paragraphs 15 to 24 for their own health and safety and the health and safety of others (including other runners, whether Frontrunners or otherwise, and members of the public).
15. Before embarking on a run or training session, Club members shall ensure that they are familiar with the route, the hazards, and their own fitness levels. The routes and risk assessments detailing hazards and potential hazards shall be made available on the Club's website.

16. By embarking on a run, Club members shall be considered to have declared themselves medically fit and shall not hold the Club responsible for any incident occurring through a personal medical condition or injury.
17. Club members with any medical conditions should carry with them the relevant details of the condition and their name, address and emergency phone number contact details. If they feel it necessary they should ensure that the Circle Leader or Coach are aware that they are carrying such details and/or make the Circle Leader or Coach aware of the conditions.
18. Club members shall ensure that they warm up and cool down adequately and seek appropriate treatment for injuries. Any Club members who have immediate concerns about their health during a Club run or training session or their ability to complete any Club activity should ensure that the Circle Leader or Coach is aware.
19. Club members shall wear appropriate clothing for the time of the year and appropriate shoes for the terrain. When running during hours of dusk or dark, Club members shall wear high visibility clothing, preferably with fluorescent or reflective strips, and be aware that drivers, cyclists or pedestrians may find it difficult to see them.
20. Club members shall, whenever possible, run on a pavement or footpath. When there is no pavement or footpath, or where other circumstances demand that they have to run in the road, Club members shall always run facing the oncoming traffic or on the left at bends where forward visibility to the right is limited.
21. Club members shall always give way to pedestrians or those who are running more slowly than them.
22. Club members shall always exercise due care when crossing roads and never blindly follow the runner in front assuming that the road is clear. When running on roads with side streets, Club members shall take care to ensure that vehicles are not turning into or out of the side street before crossing. Points at which Club members will need to cross the road will be highlighted on the relevant risk assessment.
23. As the majority of accidents involve slips, trips and falls whilst out running, Club members shall take particular care when running in tight groups, when running up or down steps or on uneven surfaces, and when running off-road.
24. Club members are strongly advised to carry a mobile phone so that they can contact someone in an emergency.

## **Emergencies, Incidents and Reporting**

25. In the event that a Club member becomes aware of any emergency or incident involving another Club member (or Club members), the Club member should first check to see if anyone is injured and, if possible, locate someone nearby who has training in emergency first aid. It is advisable for at least one Club member to stay with the injured person (or persons), who should not be moved unless their location is immediately life threatening. If appropriate, the Club member should contact the emergency services using 999 or 112 from a mobile phone. The Club member should notify a member of the Committee as soon as practicable after any emergency or incident occurs. Details of the Committee members are available on the Club website.
26. Upon becoming aware that an emergency or incident has occurred, the Committee shall keep a formal record for future reference and, if necessary, inform other Club members. The Committee shall also, if necessary, investigate the emergency or incident and report the outcome for any action that may be considered necessary.
27. If a Club member becomes aware of any health and safety issues or concerns, they should bring them to the attention of a member of the Committee as soon as practicable unless these concerns are relevant to a run or training session that is in progress in which case they should inform the Circle Leader or Coach immediately. Details of the Committee members are available on the Club website.
28. Any Circle Leader or Circle Lead Assistant or Coach who is aware of any health and safety issues that have been reported to them should ensure that they act upon any concerns that are relevant to the run or session that they are leading to the best of their ability and report such concerns to a member of the Committee as soon as practicable.
29. The Committee shall consider the health and safety issues or concerns reported, and report the outcome for any action that may be considered necessary.

## **Policy Revision History**

<b>Version</b>	<b>Date of Issue</b>	<b>Summary of Changes</b>
2.0	October 2019	New document approved by the Committee.