



LFR Incident and Accident Reporting

In the event of any accident or incident during an LFR athletic activity (weekly run, track session, coaching session, trail run, mental health run, Cross Country race, etc.), or an LFR social activity and event, it is very important that the Club records what has happened, as to try and prevent it from happening again.

It is also important that there is a record of what actions have been taken in consequence to an incident, both as to prevent a repetition of this incident but also as a testimony of all actions and processes to assist and support the person(s) affected.

Injuries & Near misses

Where a Club member is injured whilst representing the Club at an event or is taking part in a Club running or training session, it is advisable to report such an incident. This reporting process applies to slips, trips and falls or in cases an LFR member or a new runner feels “unwell”, as a result of their involvement in an LFR running or coaching activity.

We encourage Club members to report any near misses using the form on our website. The Club defines as a near miss an event not causing direct or immediate harm, but that has the potential to cause injury and which the Club are able to investigate and will do their utmost to rectify.

If you happen to notice a potential hazard in one of the LFR venues or during a race, it is important that this is reported immediately to the relevant facility operator or race official, making also an LFR Committee member aware of your concern and report.

How to report an incident

Reporting an incident is the responsibility of each and every Club member.

Please bear in mind that if the Club officials do not know, then the Club does not have the opportunity to support, change and amend.

For incidents which could be deemed as minor, please report this on the spot to a CL, CLA, LFR Coach, or Committee using the form on our website.

In case a report has been made to you under confidentiality, then please consult directly and at your earliest convenience with the Club Welfare Officers.

For accidents/incidents which could be deemed as serious and important, and especially if an ambulance is involved, then the member who reported the accident to any of the above Club officials, will also be required to fill in the online [UK Athletics Accident Report Form](#).

For any serious incident or accident occurring during the Club running or training hours but away from the venues LFR uses as changing facilities, then please dial 999 to call an ambulance if required; then record and report all details as indicated in the form above; in addition please contact and report what has occurred to a Club Committee member, so that they may register the incident at the LFR Incident Report Document.

If you are unsure about the nature of the accident or incident, please contact at your earliest convenience one of the Club Welfare Officers to discuss what has happened.

Insurance Cover

Please note that as an athlete who has paid (or is deemed to have paid) their annual subscription to a club or organisation affiliated to UKA and/or England Athletics such as LFR, you are automatically provided with insurance cover, which applies while you are involved in “athletics activities.”

This not only relates to running, training and competing, but also to the Club administrative meetings such as Committee Meetings, the AGM, etc., as well as when you are part of a team representing UKA and/or England Athletics.

England Athletics insurance policy provides public liability cover protecting club members, their officers, coaches, Circle Leaders, Cross Country officials and new runners, in connection with any event or other club activity. It does not provide accident, medical or property insurance (storm damage, fire, theft, loss, etc.) except in circumstances where these give rise to a claim for negligence or other liability.

For any queries or further insurance information relative to the above, please contact the [Club Secretary](#).

Bullying & Harassment

The core values of our Club are respect, dignity and inclusion. LFR is committed to providing a welcoming, friendly, caring, supportive and, above all, safe environment for all of our members, visiting and new runners, so they may participate in all the activities LFR offers, within a relaxed and secure atmosphere.

All members agree to abide by our [Code of Conduct](#). LFR has a zero-tolerance policy to bullying or harassment of any kind, including: emotional, physical or verbal abuse, racist, sexual, LGBT+ phobic remarks, physical or emotional exclusion, unwanted physical contact or sexually abusive comments.

Incidents can be reported in confidence to any Committee member in person or via email. All reports will be dealt with in accordance to our Constitution.