



Charity number 1166178

Chair: Will Roberts

Secretary: Hannah Donaldson

Treasurer: Matt Smith

Health and Safety Policy

Purpose

Newcastle Staffs Volleyball Club is committed to providing a safe and healthy environment for all players, coaches, volunteers, officials, parents and spectators. The club will take all reasonable steps to prevent accidents and injuries, promote safe practices and ensure compliance with Volleyball England guidance and relevant UK health and safety legislation.

We believe that safety is everyone's responsibility, from trustees to players, and that effective communication, planning and awareness help keep volleyball enjoyable and risk free.

Aims

The aims of this policy are to:

- Ensure the health, safety and welfare of all members and visitors.
- Identify and control risks associated with volleyball activities.
- Provide appropriate first aid and emergency response procedures.
- Maintain safe facilities, equipment and playing environments.
- Promote a culture of safety awareness and responsibility among all members.

Responsibilities

Trustees

- Ensure all club activities comply with Volleyball England's Health & Safety and Safeguarding standards.
- Carry out regular risk assessments for venues, equipment, and activities.
- Ensure appropriate insurance (public liability and player insurance) is in place.
- Review accidents, incidents and near misses and take corrective action.

Coaches and Volunteers

- Take reasonable care for their own safety and that of others.
- Conduct pre-session safety checks on courts, nets, posts and other equipment.
- Ensure sessions are properly supervised.
- Report hazards, injuries or unsafe practices to the Club.
- Hold up to date first aid qualifications (where applicable).

Players and Members

- Follow the instructions of coaches and officials at all times.

- Wear suitable clothing and footwear for volleyball activities.
- Report injuries, illnesses or hazards to a coach or club official immediately.
- Refrain from using damaged or unsafe equipment.

Parents and Carers

- Ensure that young players arrive and are collected safely.
- Inform the club of any relevant medical conditions or emergency contact details.

Risk Assessment

The club will conduct risk assessments for all training sessions, matches, and events.

These assessments will cover:

- Facility condition (floors, lighting, exits, access routes)
- Equipment (nets, posts, volleyballs, padding, floor space)
- Environmental conditions (temperature, surfaces, weather for outdoor play)
- Participant health, fitness, and supervision
- Emergency and first aid provision
- Risk assessments will be reviewed at least annually or following any incident or major change in club operations.

First Aid and Emergency Procedures

- A qualified first aider will be present at all training sessions, matches, and events.
- A first aid kit will be available at all venues and regularly checked/restocked.
- All accidents and injuries will be recorded in the Club Accident Report Log.
- Emergency contacts for all junior members will be kept securely and accessible.
- Emergency evacuation procedures will be displayed and explained to members.

Equipment Safety

- All nets, posts, floor anchors, and balls will be checked before each session.
- Any damaged or unsafe equipment must be removed from use immediately and reported.
- Only authorised persons may erect or adjust volleyball posts and nets.
- All electrical equipment (e.g. scoreboards, lighting) will be checked regularly for safety.

Venue and Facility Safety

- The club will only use facilities that meet Volleyball England and local safety standards.
- Venues will have adequate lighting, ventilation and emergency exits.
- Fire safety and evacuation procedures will be clearly displayed and communicated.
- Spectator areas will be kept safe and free from obstructions.

Safeguarding and Welfare

Health and safety supports safeguarding. All incidents that involve injury, bullying or unsafe behaviour will be managed in line with the Club Safeguarding Policy and Volleyball England Safeguarding Procedures.

Training and Awareness

- First aid, safeguarding and risk awareness training will be renewed as needed.
- Safety updates will be communicated regularly to members via email.

Reporting and Review

- All accidents, near misses and concerns must be reported to the Club, using the accident report form
- The trustees will review this policy annually or after any major incident.
- Updates will be shared with members and filed with Volleyball England if required.

Key Contacts

Vice Chair/ Health & Safety: Rich Guest

Club Safeguarding Officer: Kate Lang

Club Chair: Will Robets

Emergency Services: 999

Local Facility Contact: see details on [NSVC | Homepage](#)

Volleyball England Safeguarding Support: safeguarding@volleyballengland.org

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