

# PAPAMOA FOOTBALL CLUB – HEALTH AND SAFETY POLICY

## Policy

The club will apply the principles of the Health and Safety at Work Act 2015 to all the activities it undertakes.

## Purpose

The club is committed to providing and maintaining a safe and healthy environment for its club members, players, volunteers and supporters.

## Process

The club will strive to meet its obligations under current legislation such as the Health and Safety at Work Act 2015 and any relevant Regulations and Guidelines from associations such as NZ Football and local Sporting bodies. This will involve implementing and overseeing plans, investigating incidents, and all associated recording and reporting.


## Procedures

- Oversee the implementation of the club strategic plan including health and safety policies, systems, and practices.
- Maintain a financial budget for implementing the policies and initiatives.
- Investigate each reported incident to ensure that appropriate controls are put in place to mitigate the risk to our members.
- Keep adequate records of all plans and incidents.
- Regularly report on and review health and safety at committee meetings, activity planning meetings and annually at the AGM.

Everyone in the club is encouraged to play a vital and responsible role in maintaining a safe and healthy club through:

- Familiarisation with existing club safety rules, procedures, and instructions.
- Taking reasonable care of their own health and safety and planning their actions so that no act or omission adversely affects the health and safety of other persons.
- Reporting hazards and taking all reasonably practicable steps to eliminate or minimise the risk to people and structure.
- Attending appropriate training where required.
- Consulting, co-operating and co-ordinating with other stakeholders in the buildings and on the fields so that activities do not conflict or cause a risk to other users.
- Encouraging participation and involvement in all facets of the club activities including health and safety.
- Encouragement of reporting of all accidents, incidents, and unsafe conditions to the Director of Football / Administrator / Grade Coordinator as soon as possible.
- Encouragement of early reporting of discomfort or injury and supporting timely and appropriate medical attention including provision of physio support where applicable.
- Keeping the environment tidy to minimise the risk of any trips and falls.
- Complying with any reasonable instruction given by a club designated representative.
- Promotion of our Codes of Practice for players, parents, coaches, and referees.
- Encouragement of safe behaviour and practices e.g., setting up of goals and nets.
- Encouragement of an inclusive and supportive atmosphere within the club.

Approval Date: 19/11/2023

Approval Signature: 

Approval Name and Position: Rob Schoonderwoerd, Secretary

Ref: PFC P13

Review Date: 01/10/2025

