

Coach In Running Fitness Award Health & Safety



- Insurance
 - To ensure that UKA can continue to provide insurance cover for all of its events and coaches it is crucial that a safe environment is maintained
- The Law
 - UKA has an obligation to provide a risk assessment for all of its activities
 - Under Common Law, coaches have a “Duty of Care” for the athletes they are coaching and others who might be affected by their activities
- Good Practice
 - The application of safe practices will improve standards, make the sport a more enjoyable experience and encourage greater participation.

What is Risk Assessment?

- The assessment of risks is an every day occurrence and something that we all do. Most of the time it is done subconsciously, for example when we cross the road or drive a car.
- A risk assessment is simply a careful examination of what could cause harm to those people involved in athletics. Its purpose is to determine whether sufficient precautions have been taken to ensure that no-one has an accident or suffers an injury, or whether additional safeguards need to be put in place.
- One of the keys to successful risk assessment is to determine the seriousness of a hazard and to consider whether the safeguards ensure that any risk is small.

The following are examples of hazards

- Slipping/tripping hazards
- Roads
- Cars
- Athletes
- Pedestrians
- Trees
- Roots
- Streams
- The weather.



Those who might be harmed

- The athlete
- Fellow athletes
- Pedestrians
- Coaches
- Spectators
- Members of the public.



- Certain activities entail higher risk than others. In general road running events and their activities tend to pose a higher risk than cross country events
- On the road there is the risk of traffic, obstacles such as lamp posts as well as the general public
- Off the road, a rough surface can present a problem as well as the weather, distance from a road, other users including farm animals
- The severity of the risk depends upon:
 - The likelihood of an accident occurring
 - The severity of the harm.

Control Measures

- Eliminate the hazard
- Reduce the hazard
- Post warnings – instructions.



To eliminate or reduce risks to an acceptable level coaches need to consider the following:

- Changing the routes to be taken
- Highlighting specific dangers i.e. Roots along a particular path
- Adding additional safeguards i.e. High visibility vests
- Avoiding running on unlit roads at night
- Ensuring that their athletes are aware of all the precautions that need to be taken.
- Ensuring that the athletes are prepared for adverse weather conditions.



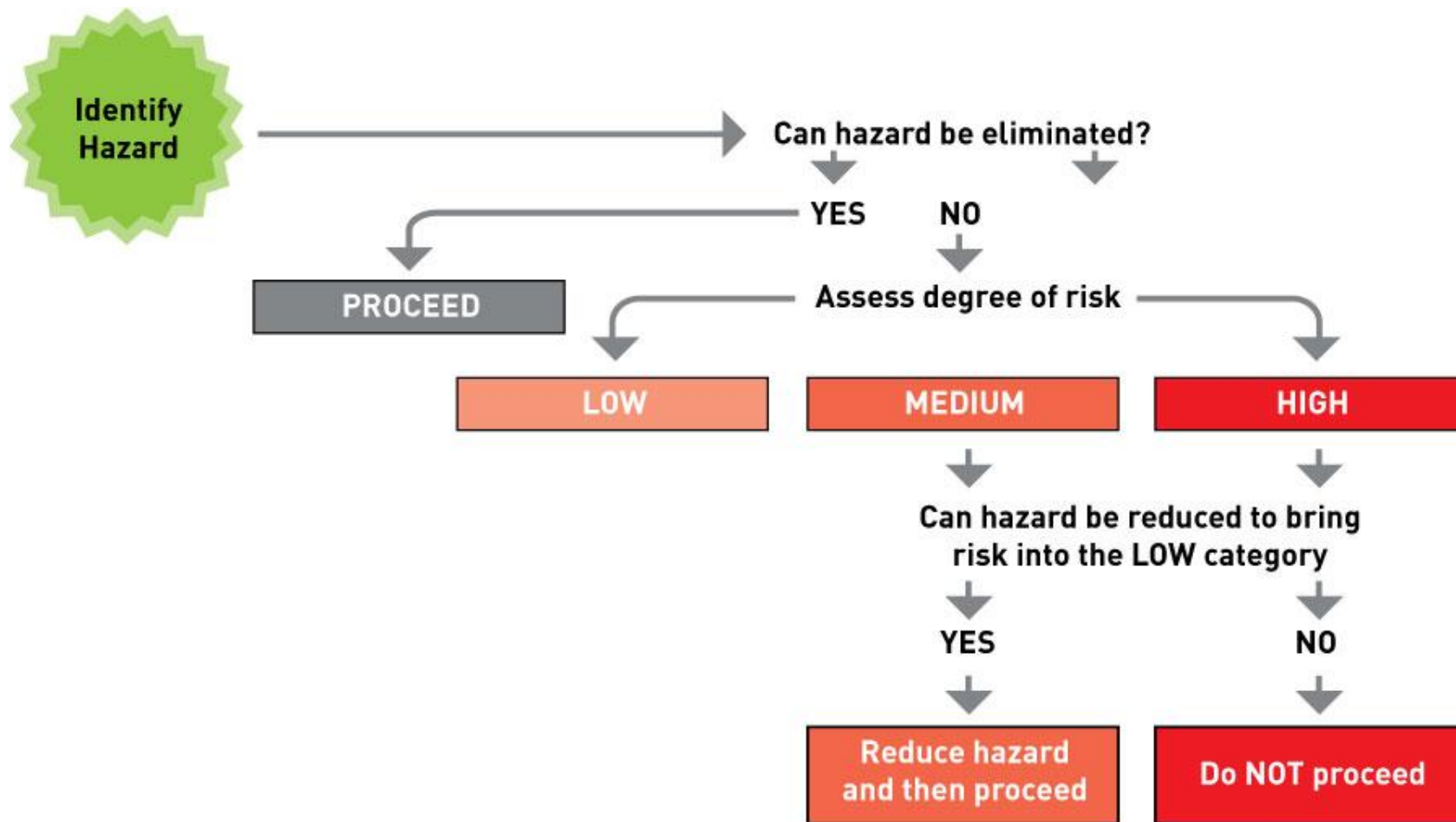


STEP 1 - Look for the hazards

STEP 2 - Decide who might be harmed and how

STEP 3 - Evaluate the risks and decide whether the existing precautions are adequate or whether more should be done.

Risk Assessment Process



Off-Track Endurance



General Considerations – The Terrain

Be aware of hazards specific to the terrain or facility where activities are taking place.

- (a) Playing Fields: uneven ground, potholes, slippery surfaces, debris, etc.
- (b) Woods and pathways: tree roots, animals, overhanging branches
- (c) Roads : cars, cyclists, pedestrians.



General Considerations

Training Activities

- (a) Ensure that athletes are fit for the activities. Do not allow athletes to train or compete if they have injuries or are feeling unwell.
- (a) Ensure that all activities are appropriate to the athletes' age, stage of development and abilities
- (a) Ensure that all athletes are familiar with the safety routines specific to the activity in which they are participating
- (a) Be aware of changing weather conditions.

- All training runs held away from the track must be risk assessed
- Ensure appropriate safety instructions are issued to all runners especially young athletes
- Be especially vigilant when running at night
- Be aware of changing weather conditions
- With younger athletes parental permission is required for any training away from the club premises.

Road Running



In addition to a club risk assessment clubs should have a clear set of guidelines for road running and cross country training. These guidelines will reflect the number and age of the runners together with the locality in which the running will take place.

General

- Headsets should not be worn during a run
- Runners should stay alert and be aware of their surroundings
- Ensure that at least one member of the running group has a mobile phone
- Athletes should run against traffic so that approaching vehicles can be seen
- Runners should wear bright, reflective clothing so they can be easily seen by drivers of vehicles. Whenever possible busy roads and those with no pavements should be avoided
- At night runs should take place in lighted areas and open roads should be avoided
- If any runners have medical problems they should carry identification or have their name, phone number, and blood type on the inside sole of their running shoe.

- Runners should always be considerate of other road/pavement users especially the elderly and young children
- When crossing roads runners must always stop and wait for traffic to pass
- Runners should never step off the pavement without checking for vehicles and cyclists. Cyclists do not make a noise and you can be hurt by the impact
- If possible runs should be made with a partner, but in a single line on the pavement. When overtaking another runner, look behind and front before doing so
- Runners must always be careful when running along side of a stationary car. The doors may open suddenly or the car may pull out without warning.

In hot weather:

- Running in the heat poses problems for runners
- Dehydration can be a real problem. Signs of dehydration are a persistent elevated pulse rate after finishing your run, and dark yellow urine. Thirst alone is not an adequate sign of dehydration
- When running, if an athlete becomes dizzy, nauseated, have dry skin or the chills...STOP the running and try to get a drink. If the athlete does not feel better, help must be summoned
- If an athlete has a heart or respiratory problem or is on any medication, they should consult with their doctor about running in the heat. In some cases it may be in their best interests to run indoors. Also, if an athlete has a history of heat stroke/illness, extreme caution should be shown
- Children should limit their running in the heat due to their lower tolerance of heat.

In cold weather:

- Ensure that runners wear clothing appropriate to the conditions
- It is desirable to wear a hat and gloves as these parts of the body play an important role in the regulation of body temperature. However runners should avoid wearing too many layers of clothing as their body temperature will rise once they have started running
- Runners must be particularly careful when running in snowy, icy conditions and should avoid running on open roads.



Cross Country



- Many of the precautions for road running are equally applicable for cross country runs. However a few additional precautions may be needed
- Please recognize that due to the nature of cross-country, athletes may be out of visual sight of the coach during some portions of the run
- Cross country terrain offer a variety of challenges to the runner. However these challenges can present a number of hazards. In particular runners should be aware of problems from:
 - Ditches and streams
 - Uneven and slippery paths
 - Overhanging branches
 - Overgrown vegetation
 - Tree root and other trip hazards
- Coaches must be aware of changing weather conditions
- Dogs or other animals may present problems.

- Clubs and coaches must ensure that young athletes are supervised on all training runs - ideally a minimum of 2 adults with 15 young athletes
- Depending on local conditions it is not advisable for young athletes to be running on open roads
- Young athletes must have clear instructions with regard to :
 - Crossing roads
 - Running ahead of the group
 - Lagging behind the group
 - Wearing appropriate footwear and clothing
- Parents must be aware when their children are training away from the club.



- Accidents and incidents that happen during the training sessions must be reported to UKA
- Report forms can be downloaded from the UKA website or can be obtained from clubs or territories and should be completed either by the coach or by an appropriate club official. Alternatively they can be completed and emailed directly to UKA on the UKA website

A Reportable Accident

A reportable accident is one in which a person suffers an accident as a result of which that person requires or is likely to require medical treatment.

A Reportable Incident

A reportable incident is one, which in slightly different circumstances, might have led to a reportable accident
i.e. A near miss on the road by a car

What to Do in the Event of a Dangerous Incident

Notify the club or coach who in turn will :

Complete the UKA Accident/Incident report form.

What to Do in the Event of an Accident

Notify the club or coach who in turn will:

- Notify the facility where the accident occurred
- Record the following details:
 - a) Date and time of accident
 - b) Details of the injured person
 - c) Name of event and promoter
 - d) Description of accident with diagrams and/or photographs if possible
 - e) Nature of injuries
 - f) Details of any first aid and names of first aiders
 - g) Names of any other person present
 - h) Details of the reporting person.

In the case of a reportable accident (i.e. an accident in which the injured party requires or is likely to require medical treatment) the UKA Accident/Incident Report form will need to be completed by the reporting person. The reporting person is likely to be the referee or meeting manager at a competition, or coach during a training session, but can be any responsible person.

IF IN DOUBT REPORT THE INCIDENT/ACCIDENT

Peter Sutcliffe (Safety and Facilities Manager)

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- UKA Insurance provides UKA coaches with Public Liability and Third Party Insurance. It also provides Personal Accident Insurance and Travel Insurance when travelling with a UKA or Home Country representative team. For fuller details coaches should refer to the UKA leaflet 'Insurance Cover for Coaches' available from UKA
- Coaches should always ensure that they have insurance cover for any activities that they undertake
- In the event of accident occurring in which a claim is likely to be made, coaches should ensure that all relevant details of the accident/incident are recorded and that all correspondence is conducted through the insurers.

Please go to your Coaching Diary, complete the Health and Safety questionnaire and then tick the box on page 2 to say you have completed the assignment.

Contacts

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References

- UKA Cross Country Handbook
- UKA Road Running handbook

Copies are available from UKA

- UKA Code of Practice for Endurance Events.*

*Available from the UKA website (www.uka.org.uk)



For further information please contact:

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