



Tyneside Ignite Cheerleading CIC

Health and Safety Policy

Contents

Contents	1
Overview	2
Responsibilities of the Registered Person.....	2
The Responsibilities of the Manager	2
Security	2
Equipment.....	3
Food and Personal Hygiene	3
Staff to athlete ratios	3

Overview

Tyneside Ignite Cheerleading CIC and Ignite Barnsley consider health and safety to be of utmost importance. We comply with The Health and Safety at Work Act 1974 and the Workplace (Health, Safety and Welfare) Regulations 1992. The organisation has appropriate insurance cover, including public liability insurance. All members of staff and volunteers follow the organisation's Health and Safety policy and is responsible for: maintaining a safe environment, taking reasonable care for the health and safety of themselves and others, reporting all accidents and incidents which have caused injury or damage or may do so in the future, undertaking relevant health and safety training when required to do so. Any member of staff or volunteer who disregards safety instructions or recognised safe practices will be subject to disciplinary procedures.

Responsibilities of the Registered Person

The registered person for the organisation holds ultimate responsibility and liability for the safe operation of the organisation. The registered person will ensure that: a copy of the current Health and Safety At work poster is displayed/available, all staff receive information on health and safety matters, and receive training where necessary, the Health and Safety policy and procedures are reviewed regularly, staff understand and follow health and safety procedures, all accidents, incidents and dangerous occurrences are properly reported and recorded where appropriate, this includes informing child protection agencies and the Health and Safety Executive under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995), all reported accidents, incidents and dangerous occurrences are reviewed, so that preventative measures can be taken.

- The designated health and safety officer at Tyneside Ignite is: Joanne Burrows
- The designated health and safety officer at Ignite Barnsley is: Ashton Clarke
- The Health and Safety at work poster and leaflets are available here:
<http://www.hse.gov.uk/pubns/books/lawposter.htm>

The Responsibilities of the Manager

The coaches are responsible for monitoring the cleaning of our own equipment, including the floor and mats (this may be a delegated task, for example to junior coaches/leaders). The venue management is responsible for ensuring all other parts of the building are clean, well lit, adequately ventilated and maintained at an appropriate temperature. All equipment will be safely and securely stored at the end of sessions, and athletes must not be allowed on the equipment whilst it is stored away (e.g. mats piled against wall should not be jumped on). A working telephone is always available on the premises, the coaches can be contacted directly by parents (NOT by athletes under 18), or the venue themselves can be contacted and a message will be passed to coaches. Chemicals and cleaning materials are stored appropriately (only relevant to premises staff as chemicals are not stored by TI). External pathways are cleared by premises staff in severe weather.

Security

Children are not allowed to leave the organisation's premises during the session unless prior permission has been given by the parents/carers. As our premises is open to other members of the public, therefore we expect athletes to remain in our training hall or the café (where a worker from the premises will be always present). The only exception should be to use the toilet facilities, where coaches should first be asked permission to use the toilet, so they know where athletes are at all times. Security procedures will be regularly reviewed by the trustees, in consultation with staff and parents.

Equipment

All equipment is kept clean, well maintained and in good repair. We select equipment and resources with care, and we carry out risk assessments before the members are allowed to use them. Broken equipment is disposed of promptly. We ensure that any flammable equipment is stored safely. The sprung floor has regular servicing.

Food and Personal Hygiene

Staff and volunteers of Ignite Cheerleading maintain high standards of personal hygiene and take all practicable steps to prevent and control the spread of infection. A generally clean environment is always maintained. Toilets are cleaned daily by Perth Green CA and NovaCity staff and soap and hand drying facilities are always available. Waste is disposed of safely and all bins are kept covered. Staff ensure that children wash their hands before handling food or drink and after using the toilet. Cuts and abrasions (whether on members or staff) are kept covered.

Staff to athlete ratios

Staff ratios and levels of supervision are always appropriate to the number, ages and abilities of the children and young people present, and to the risks associated with the activities being undertaken.

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2017): Safeguarding and Welfare requirements: Introduction [3.2] and Child protection [3.7]