

Club Risk Management Policy

Policy Number	9	Version Number	2
Drafted by	Trish Oliver	Approved Date	28/04/16
Responsibility	Port Melbourne Netball Club	Review Date	28/04/17

These policies have been designed to:

- help members understand what the processes and Procedures are in various circumstances;
- ensure that our Club operates in an open and transparent fashion;
- create equal opportunity to all members;

These set of policies also help the volunteers on the committee to ensure the club runs in a consistent and predictable manner over the years and as the committee members change.

Injury Reporting

All Clubs are responsible for recording all injuries at the discretion of the injured player or players' guardian (if the player is under 18) on the Injury Reporting Sheets provided.

1. All players in the Club are responsible for recording all injuries at the discretion of the injury player or players' guardian (player under 18) on the Injury Reporting Sheets provided.
2. Team Managers will distribute and collect injury report forms and will forward them to the club secretary.
3. If a player sustains an injury deemed to be serious, a medical certificate from a registered medical practitioner, specialist or physiotherapist is required before that player can resume training or playing.

Pre Training Checklist

A training checklist will be completed prior to all Port Melbourne Netball Club programs, at the outset of each season, or if a hazard arises.

Any hazards identified will be:

1. Documented.
2. Rectified if possible.
3. Reported to the appropriate agency (local council) if major repair is required.

Pregnancy

The pregnant player is provided with the same personal accident policy that is provided for all registered members of Netball Victoria. However, the player is not covered if the resultant injury is found to be due to the pregnancy. No cover is provided for the unborn baby.

The Club accepts no responsibility for members playing whilst pregnant.

First Aid

The Club will provide a First Aid Kit complying with Netball Victoria standards. The First Aid Kit will be stored inside the Pavilion all coaches and supervisors will have access to it.

A volunteer Equipment Manager will maintain the first aid kit supplies. An inventory is to be completed on a bi-weekly basis.

If any item is used from the first aid kit during training a note must be made on the Notes board so that the item can be restocked.

The Club requires all PMNC coaches and Executive Committee members to undertake first aid training, and/or to possess a first aid qualification. The Club will support these members in achieving their first aid qualification. The Club will endeavour to have a person qualified in first aid present at training.



Emergency procedures

Emergency phone numbers - Ambulance, Doctor, Physiotherapist, Health Clinic and Police and an Emergency Procedure Plan is to be displayed in the First Aid Kit.

Weather

In the case of extreme weather conditions, the team officials and coaches will determine whether training will proceed.

RSA

The Port Melbourne Netball Club will adopt a Responsible Serving of Alcohol Policy as prescribed by the Australian Drug Foundation's Good Sports Accreditation Program.

Smoke Free

The Port Melbourne Netball Club will adopt a Smoke Free policy as prescribed by Quit Victoria. This will include indoor venues and outdoor court surroundings.

Sun Protection

The Port Melbourne Netball Club will adopt a Sun Smart policy as prescribed by the Cancer Council Victoria. On days where UV rays are expected to be high, players must supply their own sunscreen, a hat and a drink bottle in order to participate.