



West Bridgford Hockey Club Emergency Response Procedure



This procedure applies to both coaching sessions and matches.

Stay calm but act swiftly

Stop play immediately to allow the casualty to be dealt with safely

Assess the casualty – are the injuries minor, major or life threatening – summon the appropriate help

Alert the first aider as soon as possible who should take responsibility of the situation

Call the emergency services as necessary (999) i.e. if the injury is serious or life threatening, ensuring they know the exact location of the casualty. (if difficult to find, send a bystander to wait for them in a prominent location to quicken the response to the casualty).

Listen to the casualty – to allow full assessment of the injuries

Do not allow anyone to attend the casualty unless you feel they are qualified to do so

Do not move anyone with major injuries. Keep them warm, DO NOT leave them, and wait for the emergency services

DO NOT give anything to eat or drink in case hospital treatment is necessary

Any person rendered unconscious (even momentarily) must be assessed by a doctor

Anyone sustaining a head injury (ie not serious enough to warrant immediate transfer to hospital) should be given information on signs requiring further treatment.

Contact the casualty's parent or guardian (if U18) and ensure they are accompanied to hospital with the appropriate parental consent form.

Ensure the rest of the group are supervised appropriately

Ensure the appropriate documentation (i.e. incident report form and any reporting required by the leisure/sports complex) is completed.