



**Grimsby Town Football Club
Health & Safety Policy**

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HEALTH & SAFETY

1.0 Introduction

1.1 Legal Requirements

Section 2(3) of the Health & Safety at Work Act 1974 (HASAWA) requires: GRIMSBY TOWN FOOTBALL CLUB Plc. hereafter called THE CLUB, as an employer, to 'prepare and as often as is appropriate, revise a written statement of this general policy with respect to the health and safety of its employees'. This must include the organisation and arrangements for carrying out that policy and to bring the statement and any revision of it to the notice of all employees, as the employer, the GTFC board carries ultimate responsibility for Health & Safety. Overall and final responsibility for Health & Safety in the club is Mr Jason Stockwood.

1.2 Facilities and Safety Manager

In the case of the club the Facilities and Safety Manager David White is charged with the detailed Health & Safety arrangements.

1.3 2020 Revision

This, the 2020 revision of the Club Health & Safety Policy outlines the steps that will be taken to ensure compliance with the HASAWA (1974) and the Management of Health & Safety at Work Regulations. The main requirement is for the club to ensure so far as is reasonably practicable that the staff, players and visitors are not exposed to risks affecting their Health & Safety.

1.4 Departmental Heads Requirements

The document is issued to all Departmental Heads and the Head Groundsman, who should familiarise themselves with its contents and continue to practice safe working methods. They should ensure that their colleagues do the same and draw the contents of this document to their attention.

1.5 Review Strategy

This strategy will be reviewed on an annual basis, by the Facilities and Safety Manager.

2.0 General Statement of Intent

2.1 It is the policy of the club:

- To ensure, so far as is reasonably practicable the health, safety and welfare of its employees; and their continuous improvement
- To ensure that the statutory duties of the club are always met;
- To maintain clear procedures for action to be taken in the event of injury and for the reporting of accidents and hazards;
- To maintain safe systems of work for staff and visitors;
- To maintain clear procedures for action to be taken in case of fire or other emergencies;
- To maintain the established procedures for joint consultation between all local professional bodies, consultants, management and employees on Health & Safety and to review them when appropriate.
- To maintain and improve the high degree of safety awareness and responsible attitudes towards Health & Safety throughout the club.

The club is committed to the health, safety and welfare of its employees, so far as is reasonably practicable. The club fully accepts its responsibility for other persons who may be affected by its activities and to this end has produced a separate policy for spectators.

Signed: _____

DATE: June 30th 2021 (First edition)

GTFC Managing Director/Chairman

3.0 Organisation for Health & Safety

3.1 Legal Obligation

Every employee must co-operate with the club to ensure that it complies with its statutory duties. The successful implementation of this policy requires total commitment from all staff. Everyone has a legal obligation to take care of their own Health & Safety and for the safety of other people who may be affected by their acts or omissions.

G.T.F.C Ltd.

The board of GTFC has overall responsibility for ensuring satisfactory standards of Health & Safety at Work by ensuring that efficient management processes are in place. The organisational structure for Health & Safety purposes can be found in Appendix 1 & 2 of this document.

3.2 Facilities and Safety Manager

The Facilities and Safety Manager has the overall responsibility for the day-to-day Management of the Health & Safety for all employees and visitors using the club's premises. He may, however delegate the authority for carrying out this policy to the Departmental Heads or the Head Groundsman, as these are the recognised safety managers for their area.

The Facilities and Safety Manager is accountable for the fabric of the buildings, internal and external, plant and systems contained within the buildings necessary to provide a safe working environment.

The functions of the Facilities and Safety Manager include:

- The development of procedures for implementing and monitoring the club's policies, Health & Safety matters, recording of safety committee meetings and advising the club directors on safety issues.
- Consultation with the safety committee and execution of policy on health and safety matters.
- Development and implementation of procedures and the communication and consultation with others, to ensure safe working practices.
- Development and implementation of procedures for Accidents and Emergencies.
- Planning of staff training and updating programmes in Health & Safety across the club.
- Reviewing and monitoring the club's Health & Safety policies and practices;
- Representation in any consultation with the HSE, Environmental Health Officers, Safety Advisory Group or other professional bodies.
- Ensuring that all areas have a Risk Assessment in place and that all Staff understands their responsibilities.
- Lead Designated Safeguarding Officer for the Club.
- Club COVID-19 officer during the ongoing pandemic.
- "Kick It Out" Senior Manager on behalf of the club.

Signed  _____ DATE: June 2022(first edition)

Mr David White

Facilities Manager & Safety Officer

Grimsby Town Football Club

3.3 Departmental Heads

- Managing Director: Andrew Pettit
- Managing Director: Jason Stockwood

- Mr Adam Smith: interim chief executive
- Mr Adam Smith: Club secretary

- Mr David White: Facilities manager & safety officer
- Mrs Lisa Piggott: Interim commercial manager.
- Mr Steven Wraith: Accounts manager.
- Mr David Artell: First team head coach.
- Mr Neil Woods: Academy Manager.
- Mr Ben Mortlock Head of Performance
- Mr Mike Baker: Interim head of foundation.
- Mr Martin Deans: Head grounds person.
- Mr Andrew Smith: Facilities maintenance & cleaning supervisor.
- Miss Vikki Harries: Safeguarding, young person & EDI Officer.
- Mrs Lisa Piggott: McMenemy's & ticket office manager.
- Mrs Jane Martin: Head of HR
- Mrs Rae Walker: Club shop manager.

3.4 Departmental Responsibilities

- Mr Steve Wraith: Ticket office staff & financial department
- Mrs Cath Hullet: McMenemy's & function staff.
- Mr David White: Facilities manager & safety officer, grounds team, stewards, and match day staff.
- Mr David Artell: First team manager, 1st team players & coaching staff.
- Mr Neil Woods: Academy players & coaches.

- Mr Lawrence Heward: Academy coaches.
- Mr Oliver Bradbury: Academy players & coaches Foundation Phase
- Mr Nicholas Hegarty: Academy players & coaches YD Phase.
- Miss Emily Bartlett Moore: Academy physiotherapy
- Mr Mike Baker: GTFC foundation staff.
- Martin Deans: Senior head grounds person.
- Mr Oliver Cowling: Academy Education, Player Care & Academy DSO.
- Mrs Lisa Piggott: McMenemy's and sponsorship clientele.
- Mrs Rae Walker: Club shop and clientele.
- Mr Andrew Smith: Stadium cleaners & maintenance staff.

3.4.1 The Departmental Heads, are the designated Health & Safety managers for their areas. The Facilities and Safety Manager has overall responsibility for ensuring the Health & Safety of all staff who are working or present at the stadium, Blundell Park or the training ground facilities (Cheapside & Oasis Wintringham). This includes provision of adequate health and safety information, instruction and training. All staff are required to undertake a comprehensive induction that must include all the relevant Health & Safety information. This should be then knowledge checked and details stored.

3.4.2 Departmental Heads are responsible for ensuring the Health & Safety of all staff that are working within their departmental areas of responsibility. This includes the provision of current Health & Safety information, instruction, training relevant to each department and the displaying of current, appropriate Health & Safety information. Departmental heads must ensure that all staff in their area receives a comprehensive Health & Safety briefing. Staff should receive briefings as and when legislation is amended. The brief must contain all current Health & Safety related reporting procedures.

3.4.3 The Facilities and Safety Manager, Departmental Heads and the Head Groundsman will have regular scheduled meetings, to discuss and ensure that current Health & Safety legislation is in place and any changes to legislation are fully discussed and understood, as to ensure correct implementation of any required updates in regards to the Health & Safety regime that is currently in place.

3.4.4 The Facilities and Safety Manager will be responsible for setting up of a system of recording of assessments in respect of COSHH and advice on all aspects of

compliance with the regulations. All substances that fall under COSHH legislation must be sufficiently assessed and said assessment documented prior to use of said substance. Assessments must be made freely available to employees and first aiders in the event of an accident involving hazardous substances that require medical treatment. Any incident will result in a subsequent safety review which will include the Safety Committee and Head Groundsman.

3.5 Employees

All Employees, Players and Volunteers must:

- Take responsibility for the Health & Safety of themselves and that of others who may be affected by what they do or not do while undertaking their duties.
- Provide full co-operation and support to senior personnel to enable them to Fully comply with their statutory duties.
- Report to their Departmental Head any situation, working practice or procedure that they know is potentially hazardous or which has been reported to them as such.
- Ensure that all visitors or contractors working within the club's premises are issued with a permit-to-work and are made aware of the general safety rules.
- Report all accidents or dangerous occurrences via the accident / incident reporting system to the Facilities and Safety Manager.
- All items of PPE that are issued by the club is to be used in the appropriate manner. PPE should not be misused or used in an inappropriate manner in any circumstances. Any damaged, failed and or lost PPE must be reported immediately.
- No staff shall undertake any duties that they do feel competent to undertake. The employer has a duty of care towards all staff that covers the requirement to provide all staff with adequate training and supervision as to perform their duties unhindered.

3.6 The Club Safety Committee

The Club Safety Committee shall meet three times a year or more if current legislation changes or there are incidents and or near misses that require further investigation and communicating through the departments.

The Facilities and Safety Manager will draw the committee's deliberations to the attention of the GTFC board.

The Committee shall comprise:

1. Facilities and Safety Manager
2. Chief Executive Officer
3. Commercial Manager
4. Playing Staff Representative
5. Accounts Manager
6. Academy Operations Manager

In addition, if deemed necessary, a representative from McMenemy's, Ticket Office and the Sports & Education Football Trust Excellence may attend.

The aims of the committee are to promote co-operation between the club and its employees and to provide consultation on a wide range of Health & Safety matters.

The committee's functions are to ensure that the Facilities and Safety Manager has:

- Consulted on matters as detailed in the Health & Safety policies and in accordance with the Health & Safety at Work Act 1974, the Safety at Sports Ground Act 1975, the Regulatory Reform Order 2005, the Equality Act 2010 or any other regulations stipulated by other safety bodies.
- Approved safety procedures are implemented throughout the club.
- Given consideration for the need to implement new safety measures and that the GTFC board is advised where applicable.
- Ensured that all changes to safety policies and information have been effectively communicated to all playing and non-playing staff.
- Reported and recorded any accidents, and monitors all gathered data to establish any trends.
- Reviewed reports from external agencies.
- Received reports from the Health & Safety Departmental Heads with regards to Health & Safety.
- Reviewed reports from the Health & Safety Executive and other professional bodies, (Safety Advisory Group);

- Met with and fully discussed proposed, and or new legislation, and its effect on the club's activities with the committee members;

4.0 ARRANGEMENTS FOR HEALTH & SAFETY

There are common principles that apply to all emergency situations:

1. Action required to be undertaken in the event of an emergency.
2. General Instructions.
3. All personnel should adopt a businesslike approach to their work in order to minimise the likelihood of accidents.

4.1 Emergency - Stadium

In the event of an emergency, contact the Facilities and Safety Manager on his mobile: 07806520394 or when the Reception Office is staffed, dial 8001 and inform the receptionist of the emergency, including the exact location of the incident and the incident details, the receptionist will then summon the appropriate emergency services. ****If in doubt, find the nearest phone if visible or use your mobile phone and dial 999 for the emergency services to attend****

During any event at the stadium, all emergency / safety related calls must be routed through the Match Control Room (ext. 8021), via a steward on the club security radio system or by contacting the Facilities and Safety Manager on his mobile: 07806520394.

When the office is not staffed, dial 999 and inform the operator of the emergency service required, Police, Fire or Ambulance. The exact location of, and specific nature of the incident must then be relayed to the call handler. As soon as possible after calling the emergency services all relevant details must then be passed through to the stadium manager by calling his mobile phone: 07806520394.

4.2 Animals

No animal whatsoever are permitted on the club premises, excepting police dogs and horses used in police operations and guide dogs for the blind.

4.3 Bomb Threat / Terrorist Attack

In the event of a telephone call being received, which may be considered as a "bomb threat", the action to be deployed is set out on the pro-forma already issued to specific members of staff. The instructions are self-explanatory and should be fully complied with. Once the telephone call has finished, the details **must be relayed at once to the Facilities and Safety Manager** or to the main switchboard so

that a positive safety response can be co-ordinated by a senior official. All “bomb threats” must be reported to Humberside Police.

In the event of a terrorist attack, the stadium must go into full lock down mode. Humberside Police must also be instantly informed by ringing 999, giving full details of the incident, stadium location and counter measures taken. Stewards and the full-time staff are trained for a terrorist attack and fully understand the lock down procedures. It is imperative that staff and customers move away from the incident as quickly as possible and seek safe refuge in a secure area or if safe to do so exit the stadium.

4.4 Children & Safeguarding

Whilst visiting the stadium, children must always be supervised by a competent adult. Staff and or players bringing children with them to any club premises, take full responsibility for the supervision of the children. It is the responsibility of the competent adult to ensure that the children remain safe and do not put themselves and or others at risk of harm.

Grimsby Town Football Club has a strict safeguarding policy in place that must always be adhered to. All policies are available for staff to view on the Intranet and must be read by all staff. Any and all safeguarding issues must be referred instantly to the LDSO Pete Mcleod Safeguarding@gtfc.co.uk and all staff must be briefed as part of their induction on Safeguarding.

Staff working directly with children / vulnerable adults must be DBS / CRC checked in accordance with EFL/NL Safeguarding guidelines. Please see LDSO for more information and procedure guidance.

Children using the Sports & Education Football Trust Centre must always be supervised by trust staff during their visit to ensure their Health & Safety is in compliance with North East Lincolnshire Council's Schools Health & Safety Policies.

4.5 Codes of Safe Working Practice

Every department within the club has a duty of care towards all its employees and visitors so as to provide a safe working environment, and adhere to all Health & Safety regulations as laid down in this policy document, the scope of which includes the any additional requirements of 3rd party vendors. A comprehensive Health & Safety briefing is mandatory for all staff, and will be delivered in conjunction with

their induction, all staff are required to sign to confirm receipt of the Health & Safety briefing. This record will then be retained by the Operation & Safety Manager and made freely available for auditing purposes.

4.6 Contractors

The club is responsible for the planning, co-ordination, control and monitoring of the activities of contract companies, in order to effectively minimise the risks presented to employees and other persons on site including the general public. No contractor will be permitted access to site without prior consent from the Facilities and Safety Manager, excepting emergency situations when access will be granted by a designated, competent agent of the club. All contract personnel are required to be signed on site in the clubs Major Incident log. All tasks undertaken must have a suitable and sufficient risk assessment and Work Method Statement – this can be supplied by the contract company and or the club. If external documents are to be used in connection with tasks on club property, these must be submitted to the Facilities and Safety Manager in adequate time for documents to be reviewed prior to commencement of work. Any associated Hot Work will be Risk assessed by a competent representative of the club who will then issue any required Hot Work Permit(s).

4.7 Display Screen Equipment (DSE) Assessment

The club will ensure that any risk associated with the use of this equipment is reduced to a minimum and that all VDU operators complete a DSE risk assessment every 2 years. All persons using computers for a substantial part of the working day will be briefed on best practice and made aware of the safe use of a VDU, this may entail the use of special blue light screens or blue light glasses. This requirement forms good working practice as well as being a statutory duty for Grimsby Town Football Club.

4.8 Disposal of Unwanted Chemicals

The Head Groundsman and Facilities and Safety Manager are responsible for the safe disposal of any unwanted chemicals or other hazardous materials. This must be in accordance with COSHH guidelines and any other legislation with regards to chemical disposal. North East Lincolnshire Council's Waste Management Team should be consulted in the event of any uncertainty, with the COSHH sheets made available for inspection and auditing purposes. If in doubt call: **01472 – 313131**

4.9 Facility & Safety Manager

All staff, players, supporters and other users of the stadium or ancillary buildings and its facilities can contact the Facilities and Safety Manager in the event of an

emergency or Health & Safety Matter via any of the following methods: (This includes hours outside of the normal business operational opening times)

01472 – 605050 Ext: 8021 (Match Control Room)

01472 – 605050 Ext: 8008 (Main Office)

07806520394 (Mobile)

david@gtfc.co.uk

4.10 Electrical Equipment and Services

Departmental Heads should ensure that arrangements are made for new mains electrical equipment to be registered with the Facilities and Safety Manager. The Facilities and Safety Manager will arrange for an equipment Portable Equipment Test (PAT) to be carried out. A competent person must check all electrical apparatus and equipment for safety periodically and ensure that the records are updated accordingly. Pat testing for the current season has been completed by Lu-Vic Electrical, this is fully completed annually.

Electrical distribution throughout the stadium and other premises must conform to BS7671:2018 (IEE 18th Edition Wiring Regulations). All requests for modifications must be made to the Facilities and Safety Manager who is solely responsible for any such modifications and must sign off and inspect the work before, during and after completion. The stadium must have a full circuit test once every 3 years however this can be split and with sections completed annually. Annual inspections are currently completed by Saturn Electrical Services Limited.

The stadium electrician is Neill Barbour contact number: 07749516815. Neill is located at the bottom of Match Control on a matchday. **UNDER NO CIRCUMSTANCES** should any individual undertake any electrical work at any venue unless the Facilities and Safety Manager has determined that they are qualified to do so.

4.11 Equipment

Portable electrical equipment not owned by the club is not permitted on club premises without first been assessed by the Operations Safety Manager or their designated deputy. All items not owned by the club but permitted on site will be recorded. A record of all such items will be held by the Facilities and Safety Manager and updated as and when required. All Items of equipment that are club property must be tested in accordance to BS7671:2018 and Electricity at Work Regulations 1989. Currently all portable appliances are tested and registered by Lu-Vic Electrical Services, who record all test data and inventory of site-based appliances.

Under no circumstances whatsoever should untagged and or damaged

appliances be used on property owned by and or used by the club.

4.12 Finance

The Football Club will provide adequate resources to meet the needs of the Health & Safety requirements at Blundell Park and any other facilities used by its staff, players, match officials, 3rd party staff and supporters.

Where the funding is related to departmental needs, the allocation will be inbuilt within the operational budget for the department. Funding for items such as first aid equipment will be managed via the Facilities and Safety Manager and any request for new equipment must be submitted to the Facilities and Safety Manager. Mariners Medical currently supply, check and restock all first aid boxes at Blundell Park, Oasis Wintringham and the training ground (Cheapside) facilities on an annual basis.

4.13 Fire

Any person discovering a fire should:

- Operate the nearest fire alarm;
- Inform reception and the Match Control Room. They must be precise when giving the location and nature of the fire;
- Call for assistance and if safe to do so attack the fire with the correct fire extinguisher (**Only if fire extinguisher training has been given**);
- Leave the building quickly and calmly, do not stop to collect personal belongings;
- Report to the senior personnel at the designated assembly point.
- Supervisors / Managers must check the onsite register and account for all staff. Any incidents of a missing person must be reported to the Emergency Services, **UNDER NO CIRCUMSTANCES** does anybody re-enter the building until declared safe by the Emergency Services personnel.

Any person hearing the fire alarm should:

- Leave the building quickly and calmly, not stopping to collect personal belongings.
- Where possible close all windows and doors.
- If disabled or unable to use the stairs, go to but not obstruct the stairway in the case of any emergency and await rescue.
- Assemble at the assembly point a role call should be made to identify any missing staff – role call should be carried out by a designated member of staff. Persons should not leave the area until told to do so by their departmental head or other person in authority.
- Not re-enter the building until instructed to do so, this command should come from the HFRS or the Facilities and Safety Manager.

In attempting to put out a fire it is essential to use the correct extinguisher. Use of the wrong type of extinguisher can increase the danger to the operator. The correct extinguisher to be used in the event of fire is shown in the following table.

EXTINGUISHING AGENTS AND CLASSES OF FIRE TO WHICH THEY MAY BE APPLIED

EXTINGUISHER	WATER	FOAM	CO2	DRY POWDER	WET CHEMICAL
Identifying Colour	RED	CREAM	BLACK	BLUE	YELLOW
Class A Paper, Wood Fabric	√	√		√	√
Class B Flammable Liquids		√	√	√	√
Class C Flammable Gases			√	√	
Electrical Hazards			√	√	
Vehicle Protection				√	
Class F Cooking Oils & Fats					√

NOTE: Water should never be used on electrical fires or fires involving flammable liquids. Water or Carbon Dioxide should never be used on fires involving burning metals.

In addition to the above, fire blankets are available in the Catering Kiosks and Kitchen areas. They can be used for extinguishing burning liquids however the McMenemy's kitchen is equipped with a Wet Chemical extinguisher and this is suitable for chip pan oil fires. An inert powder, dry sand or sodium carbonate can be used for extinguishing burning metals.

All corridors and staircases should be kept clear of anything which is likely to cause a fire, accident, or impede egress in the event of an emergency evacuation.

4.14 Flammable Materials

Compliance with the statutory requirements relating to petroleum products, flammable liquids, gases and liquefied gases is to be the responsibility of the Facilities and Safety Manager. The Facilities and Safety Manager should always be contacted for advice if any of the aforementioned items are to be brought into the stadium. The Facilities and Safety Manager may delegate responsibility for the control of flammable materials to the head groundsman, who will undertake the role of deputy.

Departmental Managers are responsible for ensuring that their specific area of work is and remains hazard free. All flammable materials must be stored in compliance with current legislation. Walkways and exit routes must be maintained to ensure free access and egress in area of control.

4.15 First Aid

Staff should familiarise themselves with the names and locations of the clubs designated First Aiders. The stadiums First Aid rooms are situated at the rear of the Pontoon Stand. The Players Physiotherapy Room on the ground floor of the Main Stand is also available as a treatment facility. The Players Bar (Main Stand) and Mariners Trust Bar (Youngs Stand) are designated treatment areas in the event of an emergency incident.

First Aid Kits are also situated in all offices, bars and kiosks including the Sports & Education Football Trust Centre, McMenemy's Oasis Wintringham and Cheapside (See Appendix X). The designated first aiders are:

David White – Facilities Manager & Safety Officer
Ben Mortlock - Head of Performance
Dave Moore – First Team Physiotherapist
Emily Bartlett-Moore – Academy Physiotherapist
Lottie Evans – Academy Physiotherapist (OAW site)
Lisa Piggott – Head of Commercial: 01472 – 605050 Ext: 8007

Mike Baker- Interim Head of GTFC Foundation
Cath Hullet – McMenemy's functions & booking (Events Only)
Dr F Howell – Players Doctor (Matchdays only) Via Main 01 Steward Radio
Dr K Collett – Crowd Doctor (Matchdays only) Via Main 01 Steward Radio
Care Plus group – (Matchdays only) Via GY25 Steward Radio

In addition to the appointed first aiders, all stewards & coaches have received basic first aid training as part of their National Vocational training in spectator safety (Match Day stewarding staff) / coaching badge in Football coaching (Club Coaching

staff). Stewards and or coaches are permitted to assist the nominated first aider and or sports first aider if required, however, they cannot be used as, or considered as principle first aid provision. The “Green Guide” 6th edition states that during any event, the nominated first aiders must not be designated any other role aside from the role of principle first aid provision.

When treating any injury, a rapid and appropriate response is required. If the injury is considered minor, first aid treatment should be carried out immediately (wash and dress). In more serious cases the first actions should be to summon assistance. Only in exceptional circumstances should movement of the casualty be considered (non removal of casualty may lead to further potential injury). In more serious cases an ambulance may be required to be called, in this instance the designated first aider will endeavour to keep the casualty as comfortable as possible. When telephoning, an indication of the nature of the injury and stadium location should be given.

In the event of the spillage of blood and/or other bodily fluids the person responsible for cleaning the area should use the appropriate protective equipment, clothing, cleaning materials and disposal processes. The Facilities and Safety Manager should then be contacted for advice regarding subsequent disposal of waste products. A sharps box is located in the player’s Physio room under the Main Stand, all sharp medical objects must be disposed via this container. The Facilities and Safety Manager must ensure that the medical sharp object box is changed on a regular basis.

In the event of a harmful chemical being ingested for which treatment is not immediately available, the hospital to which the person is to be sent should be telephoned in advance and the following information given:

Casualties Name

Casualties Age

Casualties Address (If Known)

Chemical Name and/or Common Name

Manufacturer’s Name

COSSH Information

All chemical or substance related injuries are RIDDOR reportable.

4.15.1 Condition of Casualty

In the event of an accident involving electric shock, the casualty should not be touched by anyone until the casualty has been isolated from the supply. The person should then be removed from any further danger and the appropriate first aid given. In all cases the person must be taken or advised to attend hospital. The Facilities and Safety Manager must be informed and an Accident Report plus RIDDOR completed. Copies are available from the Stadium Manager or Main Office.

NOTE: All accidents to employees, no matter how minor, are reportable on the accident forms provided.

4.16 Handling and Transportation of Cash

The handling and transportation of cash should be carried out in accordance with the procedures laid down by the Finance Department.

4.17 Housekeeping

All working areas must be kept clean and tidy to minimise the risk of fire and tripping. It is essential that all members of staff are aware of the Health & Safety culture of the club and that they operate safe systems of working by following set procedures. Information regarding Health and Safety will be provided to part-time, temporary and casual staff to enable them to work safely.

All corridors and other walkways must be kept clear of obstructions. Temporary obstructions must be reported to the Stadium Manager who will arrange for suitable barriers and illumination during periods of darkness if considered necessary.

Roadways, footpaths and parking areas will be kept in good condition and free from obstructions. North East Lincolnshire Council must be kept informed with regards to any issues with the highway.

Where temporary obstruction is unavoidable, a substantial barrier, that is at least 1.2 metres high, must be provided to enable the hazard to be seen from inside a car.

4.18 Induction of New Employees

Health & Safety training for new employees is incorporated into general induction training. This should be carried out by the Departmental Head. All staff must complete an induction check sheet with their supervisor or mentor within the first 3 matches or 2 days for full time employees, this must then be signed with the record retained in the employee's personnel folder. All staff inductions and training records must be freely available for auditing purposes. All records must be complete and current.

4.19 Insurance

The Club insures all employees, and members of the general public against all its legal liabilities. The club's public liability insurance is provided Liberty Mutual. The Sports & Education Football Trust employees / users are also insured under Liberty Mutual whilst inside the centre.

4.20 Lifting and Handling

More than a third of lost time injuries at work are caused by manual handling activities. Basic simple steps can be taken to reduce the risks.

These include:

- Using handling aids properly and efficiently.
- Never taking personal risks by overreaching, twisting, stretching, stooping or over exerting during a handling operation.
- Reporting any problems in the work activity as soon as they arise and asking for assistance when necessary.
- Obeying the safe lifting limited of 20kg for men or 16kg for women given the optimum lifting position.

4.21 Machinery and Equipment

The Club will undertake all reasonably practicable steps to ensure the safety of all persons who are working on, or near machinery. Should members of staff have any problems relating to machine safety, they should inform their supervisor immediately, thus allowing for prompt and appropriate remedial steps to be taken. In the event of a supervisor failing to act to raised issues and or concerns, then the issue/concern should be elevated to the attention of the Facilities and Safety Manager. Supervisory staff have a duty to report any defects or Health & Safety concerns immediately to the Facilities and Safety Manager, this includes situations where a solution has been found.

All persons who use work equipment will be provided with all Health & Safety information, training and where appropriate written instructions relating to the use of work equipment. Certain equipment can only be used by operators who hold appropriate qualifications. All qualifications are subject to verification by the Facilities and Safety Manager. Ongoing GAP analysis will identify any training issues – this will be recorded by the Facilities and Safety Manager.

4.22 Noise Control

The club has a duty to ensure that excessive harmful levels are mitigated with the availability of appropriate hearing protection. In areas subject to excessive noise that staff may be required to work in, the mandatory use of hearing protection will be implemented and enforced the club.

4.23 Non - Prescribed Drugs or Alcohol

Non-prescribed drugs or alcohol are not to be permitted to be brought into any premises owned or managed by the club excepting alcohol where an appropriate licence has been granted. Any breach(es) must be dealt with swiftly and effectively.

Breaches of this regulation are a criminal offence and the offender must have the items confiscated, their details recorded and have the Facilities and Safety Manager informed of the incident. The Facilities and Safety Manager will then take control of the incident and determine the most appropriate action to take.

4.24 Permit to Work

As part of the duties under the Health & Safety at Work Act 1974 the Club has introduced permits to work for the following work activities:

- Hot work, including site welding and oxy acetylene cutting.
- Entry to or working in confined spaces.
- Roof work.

The Facilities and Safety Manager will be responsible for the issue and or review of any permits that are required by staff, visitors and contractors. The permit to work system applies to any and all work carried out at the stadium.

The Club will, in consultation with employees and their representatives:

- Plan the work to be carried out and consider the potential risks.
- Carry out comprehensive written risk assessment
- Determine and agree the P.P.E – (safety harness etc.).
- Issue the permits to allow work(s) on club premises.
- Review risk assessment / Work Method Statement periodically and update as necessary.

4.25 Protective Clothing

Members of staff are expected to wear appropriate clothing for the area in which they work and to ensure that, where appropriate, protective clothing is used especially if there is a risk to Health & Safety. It should be noted that protective clothing should be used when all other attempts to remove or reduce the hazards and risks have proved unsatisfactory (Hierarchy of control). It is expected that the following protective clothing should be worn in appropriate work areas:

- Overalls, aprons etc. to protect the person from dirt or dust.
- Suitable gloves to protect the hands from abrasion or chemicals.
- Eye protection where there is a foreseeable risk of injury to the eyes.
- Head protection, where there is a foreseeable risk of injury to the head.

- Suitable footwear, where there is a risk of slipping or of heavy weights falling onto the feet.
- Suitable hearing protection where there is a risk of damage to the ears from excess noise. Departmental supervisors have been assigned responsibility for ensuring that members of staff are provided with and wear protective clothing when and where deemed necessary.

4.26 Reporting of Accidents, Incidents or Dangerous Occurrences.

This policy outlines the procedures that are to be adopted when any employee or member of the public experience an accident, incident or dangerous occurrence at the stadium or other club premises. For the purposes of this policy, a brief definition and example of an accident and an incident are given below:

Accident: An unplanned event that causes injury to persons, damage to property or a combination of both. Examples include a fall resulting in a fracture, incorrect operation of machinery leading to breakdown.

Incident or Dangerous Occurrence: An unplanned event that does not cause injury or damage but could do so e.g. items falling near personnel.

Comprehensive information regarding Accident and or incident reporting – this will be incorporated within the induction package. Accident and or Incident forms will be available from the Facilities and Safety Manager. The Facilities and Safety Manager is the clubs nominated co-ordinator for Accident and or Incident reporting. All accident and incident reports will be retained and reviewed as to ascertain if there are any patterns of behaviour and or procedures that require re-assessment.

4.27 Risk Assessment

Regulation 3 of the Management of Health & Safety at Work Regulations 1992 requires that a formal risk assessment be carried out to determine the risks associated with working operations. If the risk is significant it should be recorded. Any documents relating to what has been deemed as High Risk will be held for a minimum of 12 months post task completion – this maybe longer if an accident and or significant incident occurred during the task. The Facilities and Safety Manager is responsible for carrying out the club's risk assessments. All task risk assessments require review prior to a repeat task or every 12 months and updated as required.

4.28 Scaffolding

Scaffolding will be erected by qualified personnel from the contractors who are doing the work, and when in use, inspected at least once a week. Records are to be kept of all inspection and maintenance. Working at height imposes additional risks, persons will therefore:

- Adhere to the plan of work prepared in advance (or the method statement).
- Make full use of edge protection, and safety belts and harnesses if required.
- Maintain equipment in a good condition, check it visually before use and inspect it frequently as required by legislation or more often if necessary.

4.29 Unidentifiable Packages

Any parcel, package or other article that appears to have been inadvertently left in a building should be treated as suspect. The Facilities and Safety Manager must be immediately informed, the Facilities and Safety Manager will then make local enquiries in an attempt to identify the owner. No attempt should be made to touch or remove the package. If it is still suspect after the Facilities and Safety Manager has made the necessary enquires then the procedures as detailed in the clubs contingency plans must be followed (See Matchday Contingency Plan Appendix iv).

4.30 Visitors / Contractors

The Club recognises its responsibility for the Health & Safety of all persons who visit the stadium and its other premises.

It is essential that all visitors to the stadium report to the main reception on arrival. Visitors may be issued with a visitor's pass however they must sign into the visitors register.

Visitors to the Sports & Education Football Trust should press buzzer in the main reception area where a member of the trust staff will meet them. They must sign into the trust's visitors' book.

4.31 Working at Heights

Any work carried out above floor or ground level is potentially dangerous. If persons must work at heights, the correct access equipment should be used.

The use of tables or chairs etc is not acceptable practice. Prior to the use of ladders or stepladders, a visual inspection should be carried out to ensure the safety of the equipment. Ladders should then only be placed on a firm level non-slippery surface unless they are specifically designed for other use for example stairs. Use of ladders and or step ladders should be viewed as a last resort. When working off ladders and or step ladders you must ensure that a second person is utilised to foot the aforementioned. Ladders must also be secured at the head while in use.

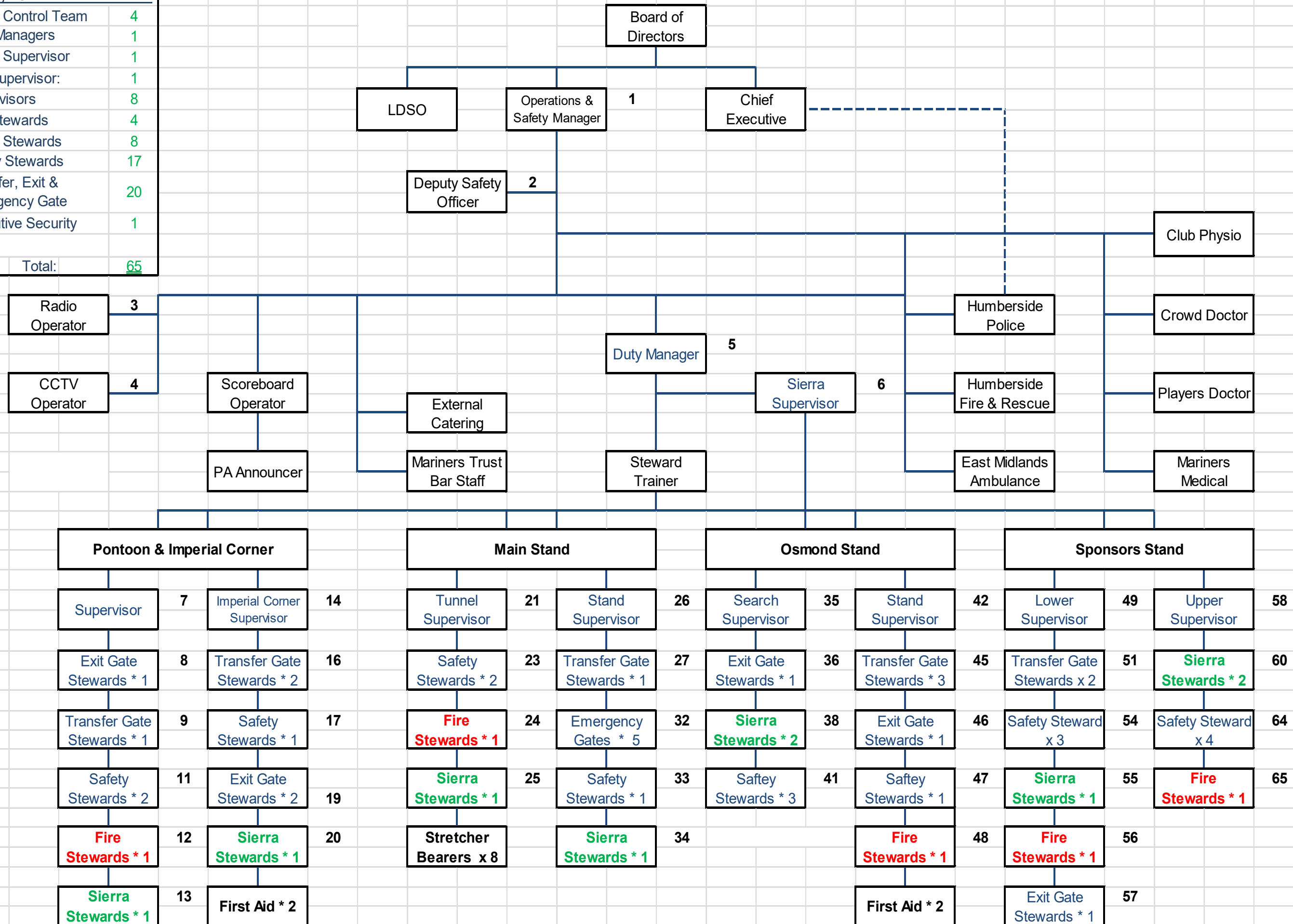
To be read in conjunction with 4.28 Scaffolding



Grimsby Town Football Club – Minimum Staffing Event Safety Structure



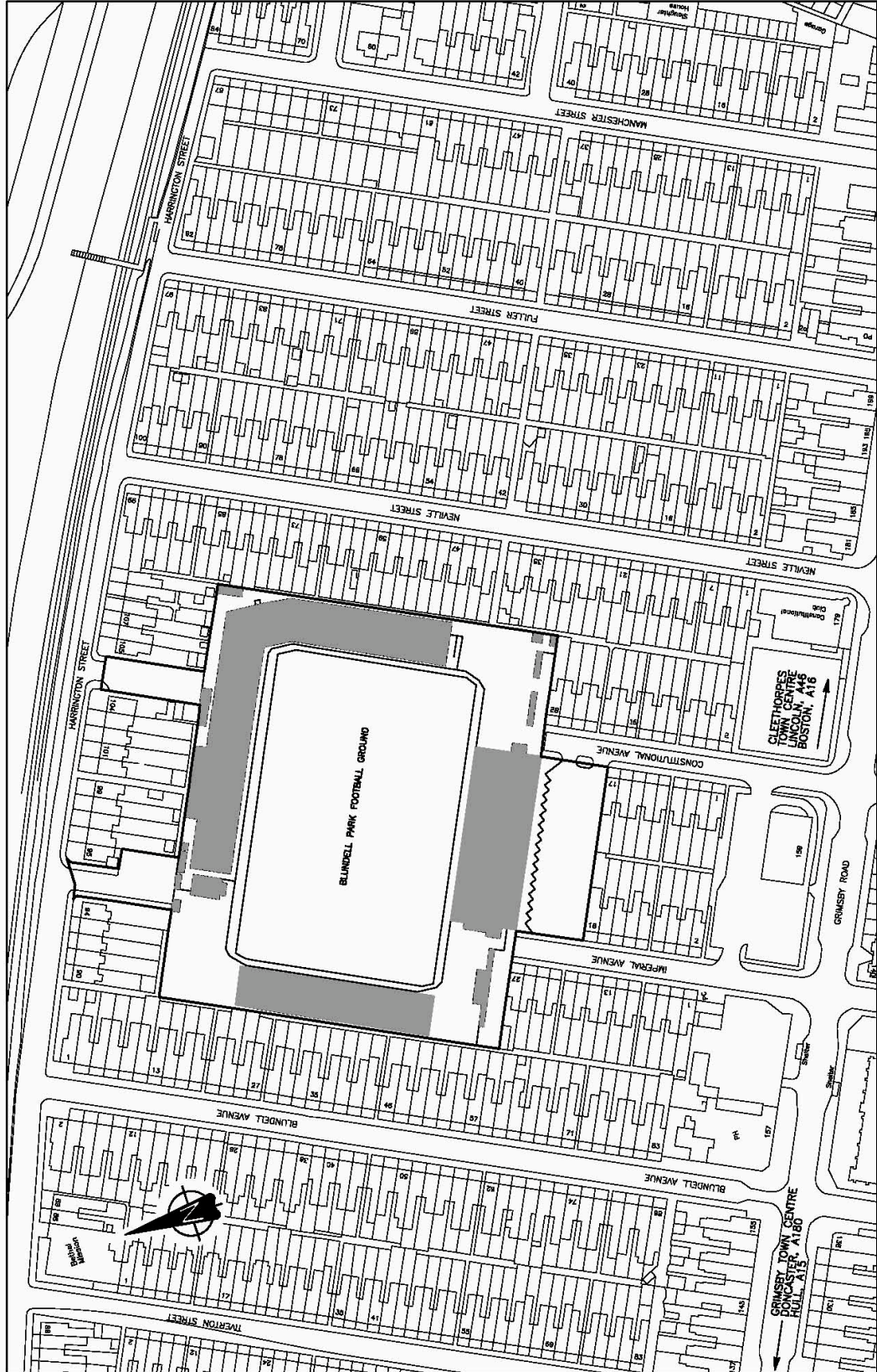
Average Gate - Steward Totals	
Match Control Team	4
Duty Managers	1
Sierra Supervisor	1
Fire Supervisor:	1
Supervisors	8
Fire Stewards	4
Sierra Stewards	8
Safety Stewards	17
Transfer, Exit & Emergency Gate	20
Executive Security	1
Total:	65



Blundell Park – Full Site Plan

PLAN 1 GTFC / SAFCERT

SITE PLAN



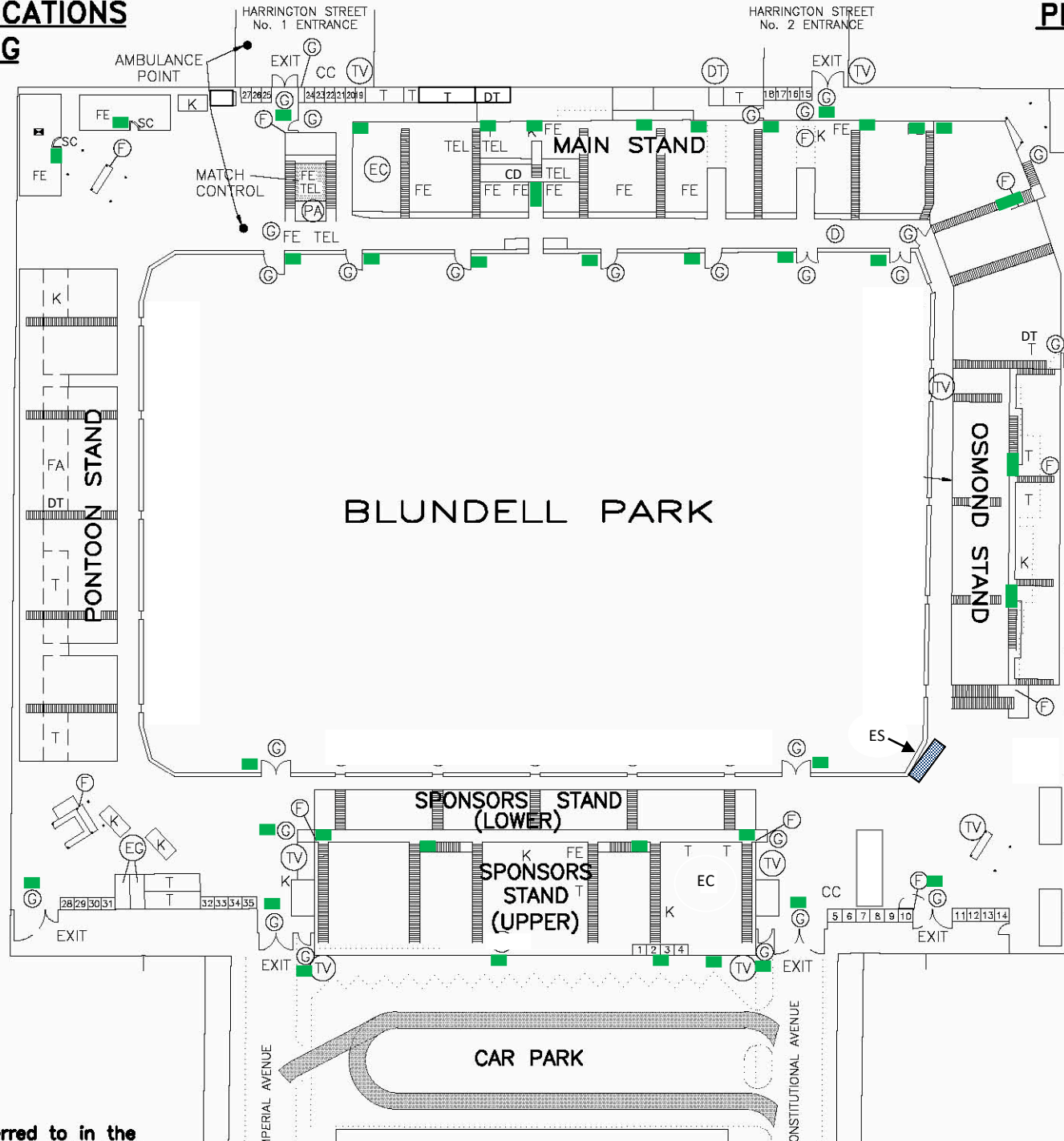
Footprint of curtilage ———













Plan referred to in the General Safety Certificate

Appendix IV

**KEY LOCATIONS
DRAWING**

PLAN 2 GTFC / SAFCERT



-  AMBULANCE EMERGENCY ROUTE TO BE KEPT CLEAR
-  AMBULANCE POINT
- CC CASUALTY CLEARANCE POINTS
-  EXIT GATES / GAPS
- TEL TELEPHONES
- FA FIRST AID POINT
- K KIOSKS / BARS
- T TOILETS
- FE FIRE EXTINGUISHERS
-  CCTV CAMERAS
-  PUBLIC ADDRESS OPERATOR
-  ELECTRONIC SCORE BOARD
-  CROWD DOCTOR
-  DISABLED ENCLOSURE
-  FIRE ALARMS
-  DISABLED TOILET
-  EMERGENCY GENERATOR
-  EMERGENCY CASUALTY CENTER

Fire Escape

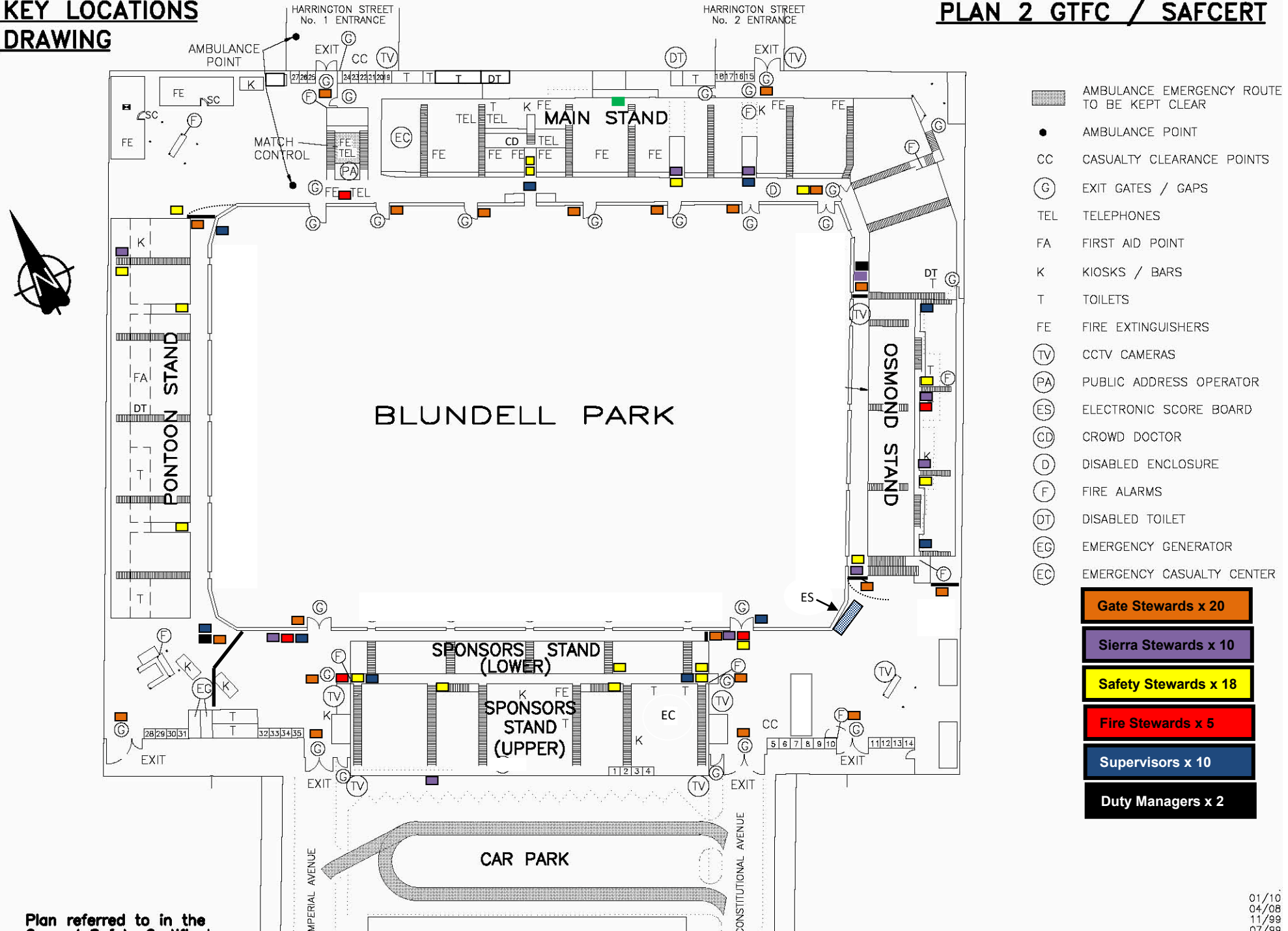
Plan referred to in the

01/10
04/08
11/99
07/99

Appendix V

**KEY LOCATIONS
DRAWING**

PLAN 2 GTFC / SAFCERT



- AMBULANCE EMERGENCY ROUTE TO BE KEPT CLEAR
- AMBULANCE POINT
- CASUALTY CLEARANCE POINTS
- EXIT GATES / GAPS
- TELEPHONES
- FIRST AID POINT
- KIOSKS / BARS
- TOILETS
- FIRE EXTINGUISHERS
- CCTV CAMERAS
- PUBLIC ADDRESS OPERATOR
- ELECTRONIC SCORE BOARD
- CROWD DOCTOR
- DISABLED ENCLOSURE
- FIRE ALARMS
- DISABLED TOILET
- EMERGENCY GENERATOR
- EMERGENCY CASUALTY CENTER

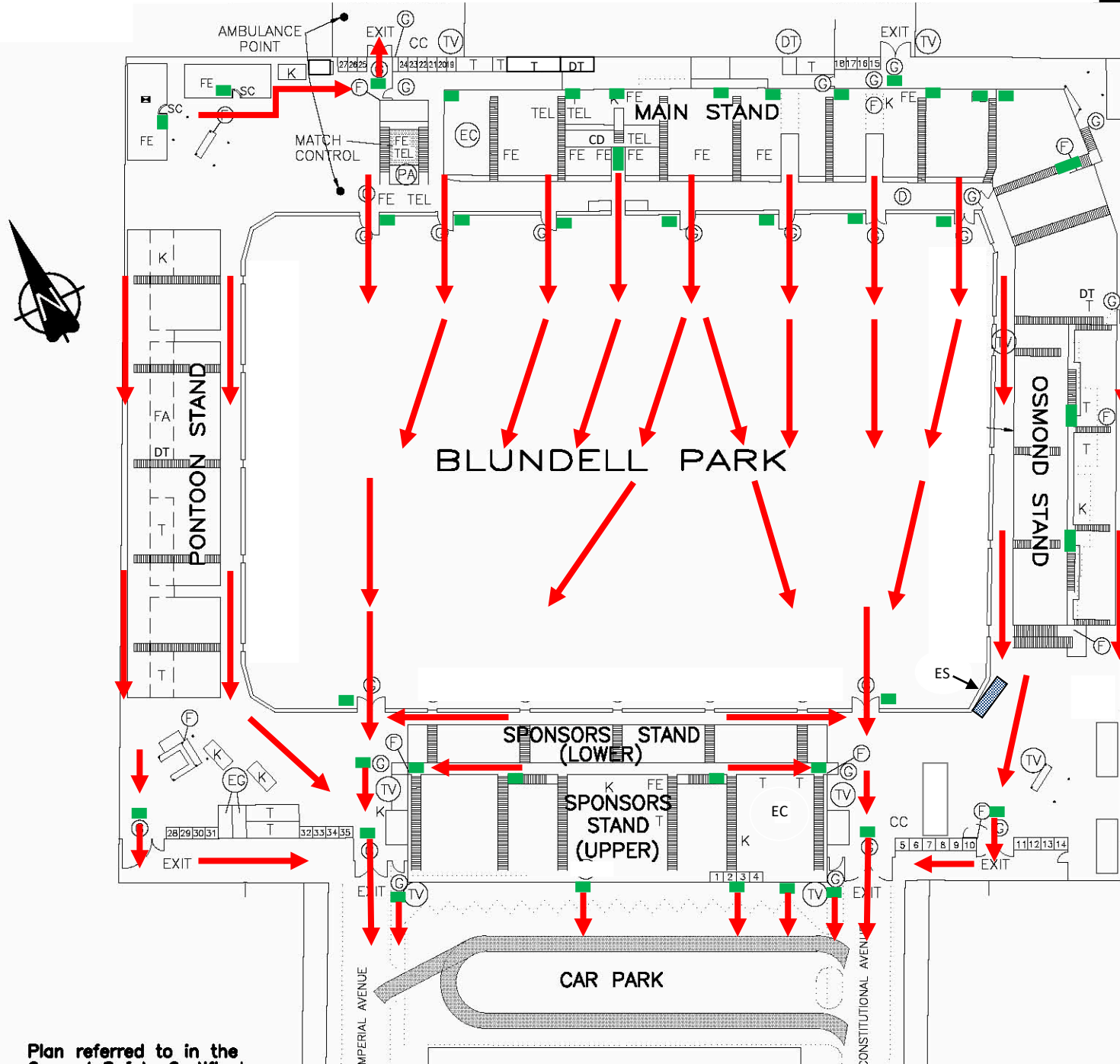
- Gate Stewards x 20
- Sierra Stewards x 10
- Safety Stewards x 18
- Fire Stewards x 5
- Supervisors x 10
- Duty Managers x 2

Plan referred to in the

01/10
04/08
11/99
07/99

Stadium Emergency Evacuation Routes

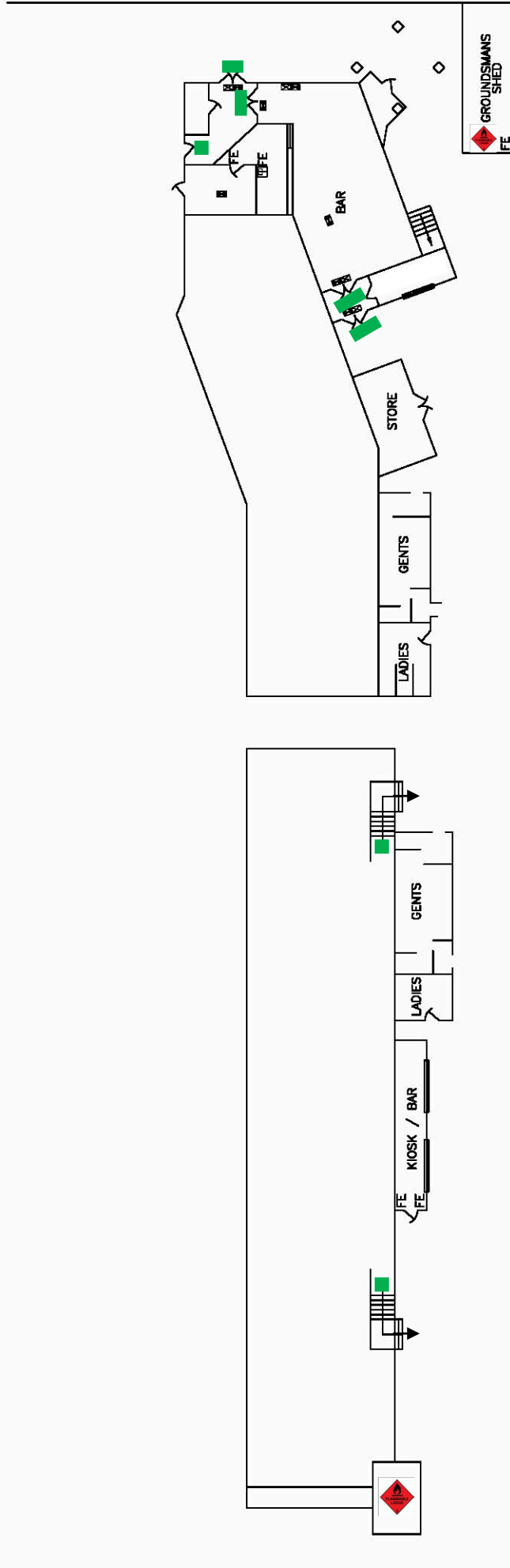
PLAN 2 GTFC / SAFCERT



**6 Minute Medium Fire Risk
Emergency Exit Gate
Capabilities:**

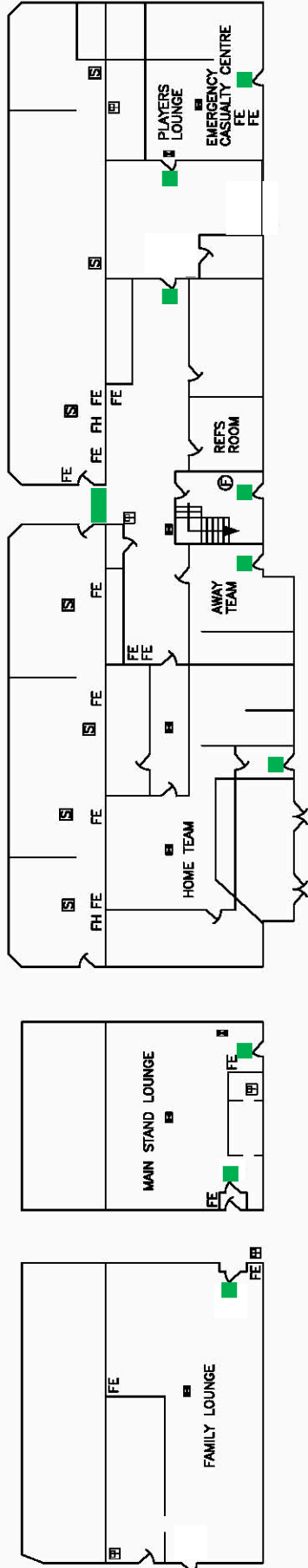
- Imperial Gate No 1: 2506
- Imperial Gate No2: 4034
- Imperial Stair Escape: 581
- McMenemy's Stair Escape: 871
- Cons Stair Escape: 581
- Con's Gate No 1: 4664
- Con's Gate No 2: 3031

Total: 16268
**Supporters Evacuated over 6
minutes via these exits.**

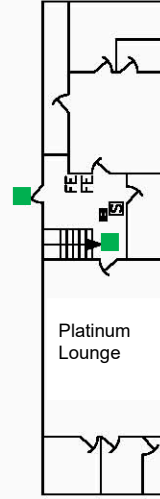


Fire Escape

Plan referred to in the General Safety Certificate



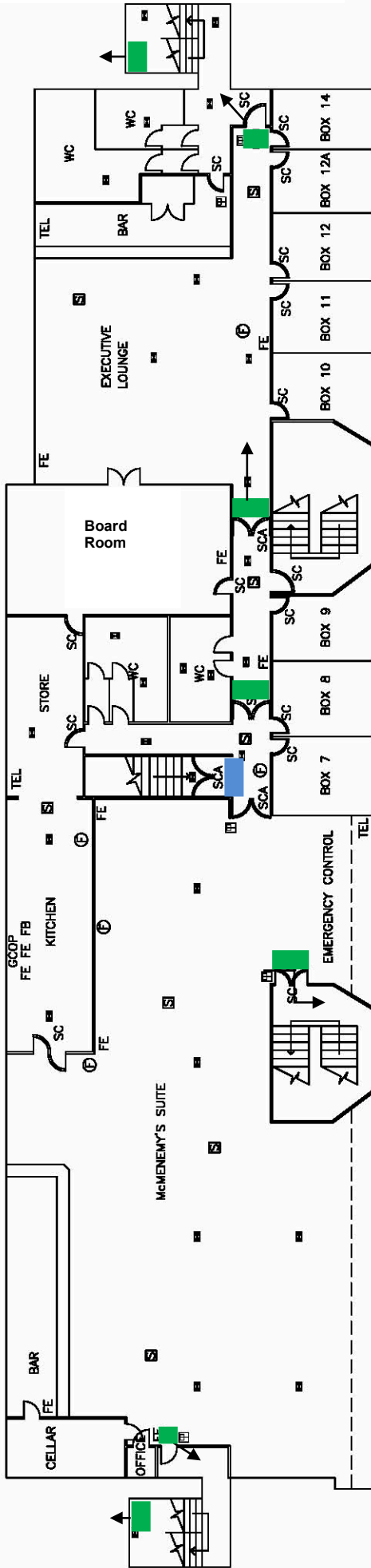
GROUND FLOOR



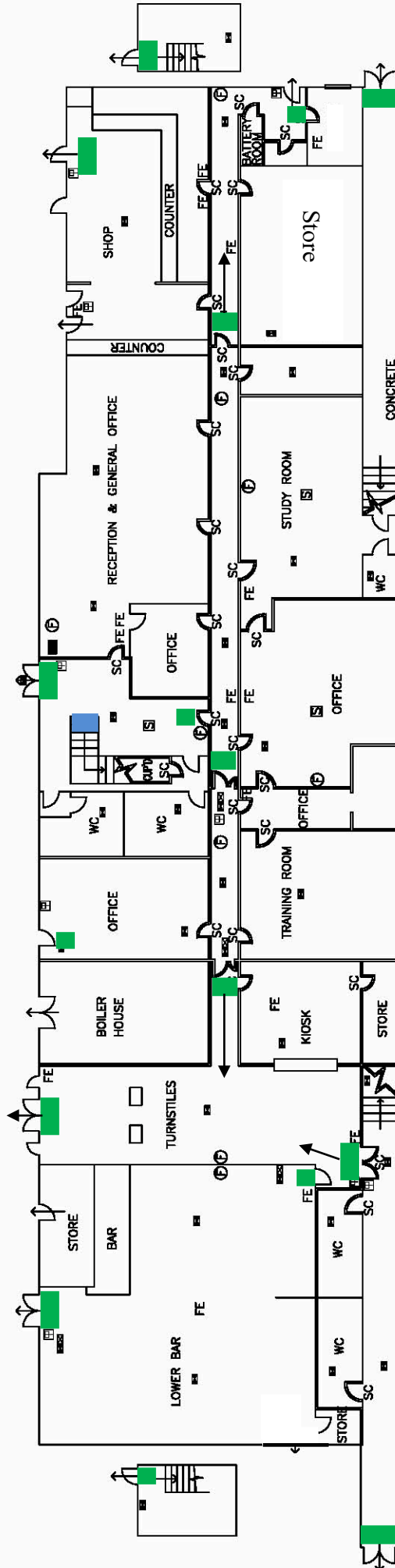
FIRST FLOOR

- ☐ SMOKE DETECTOR
- Ⓜ FIRE ALARM
- FE FIRE EXTINGUISHERS
- FH FIRE HOSE
- EL EMERGENCY LIGHTING
- ES EMERGENCY LIGHTING WITH EXIT SIGN
- FACP FIRE ALARM CALL POINT

Plan referred to in the General Safety Certificate



FIRST FLOOR



GROUND FLOOR

Fire Escape

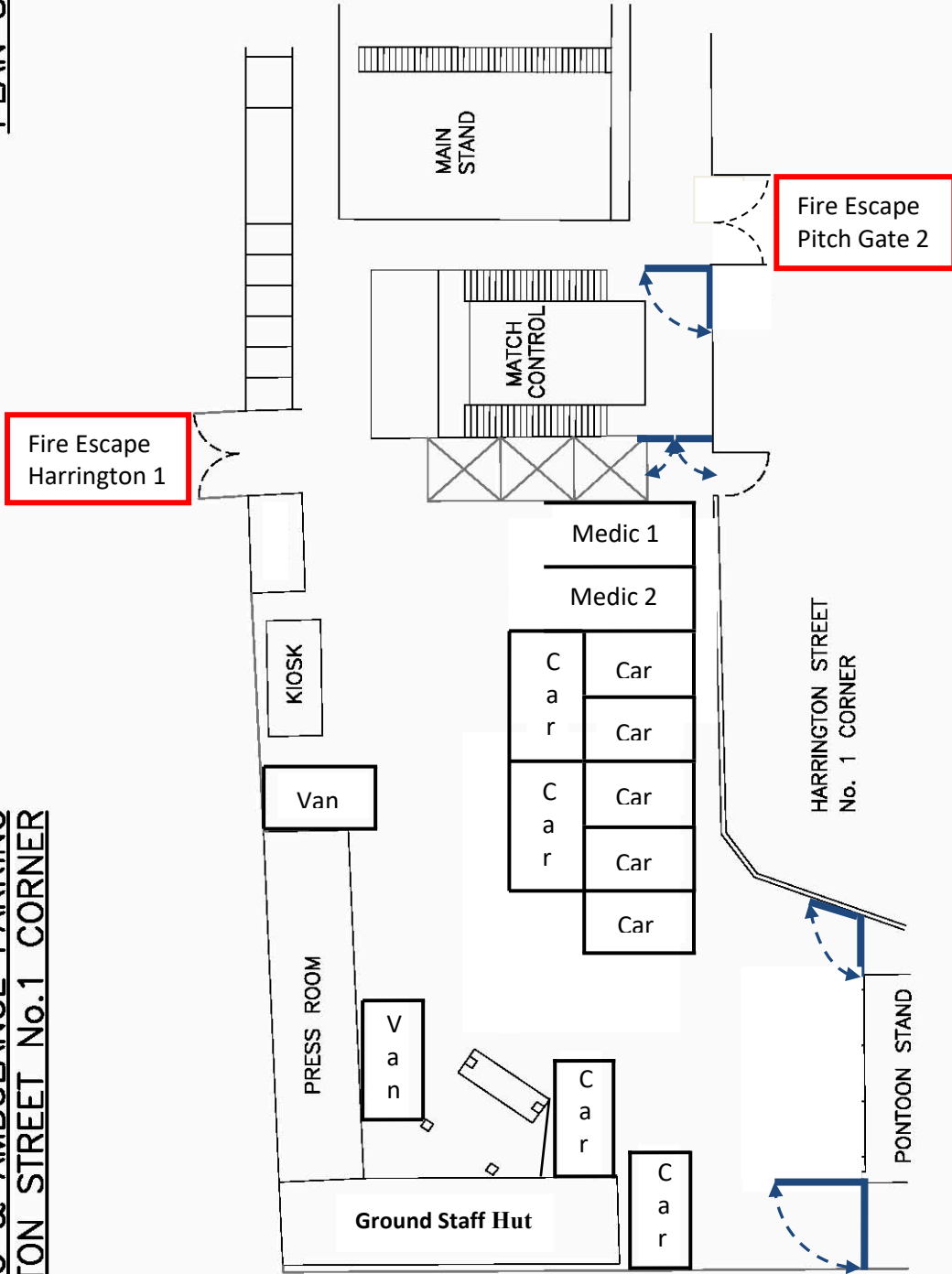
Disability Escape

- FIRE ALARM CALL POINT
- EMERGENCY LIGHTING
- WITH EXIT SIGN
- FIRE EXTINGUISHERS
- FB FIRE BLANKET
- GCOP GAS CUT OFF POINT
- SC SELF CLOSING FIRE DOOR
- SCA AUTOMATIC SELF CLOSING FIRE DOOR
- FIRE ALARM
- SMOKE DETECTOR
- CONTROL PANEL
- TEL TELEPHONES

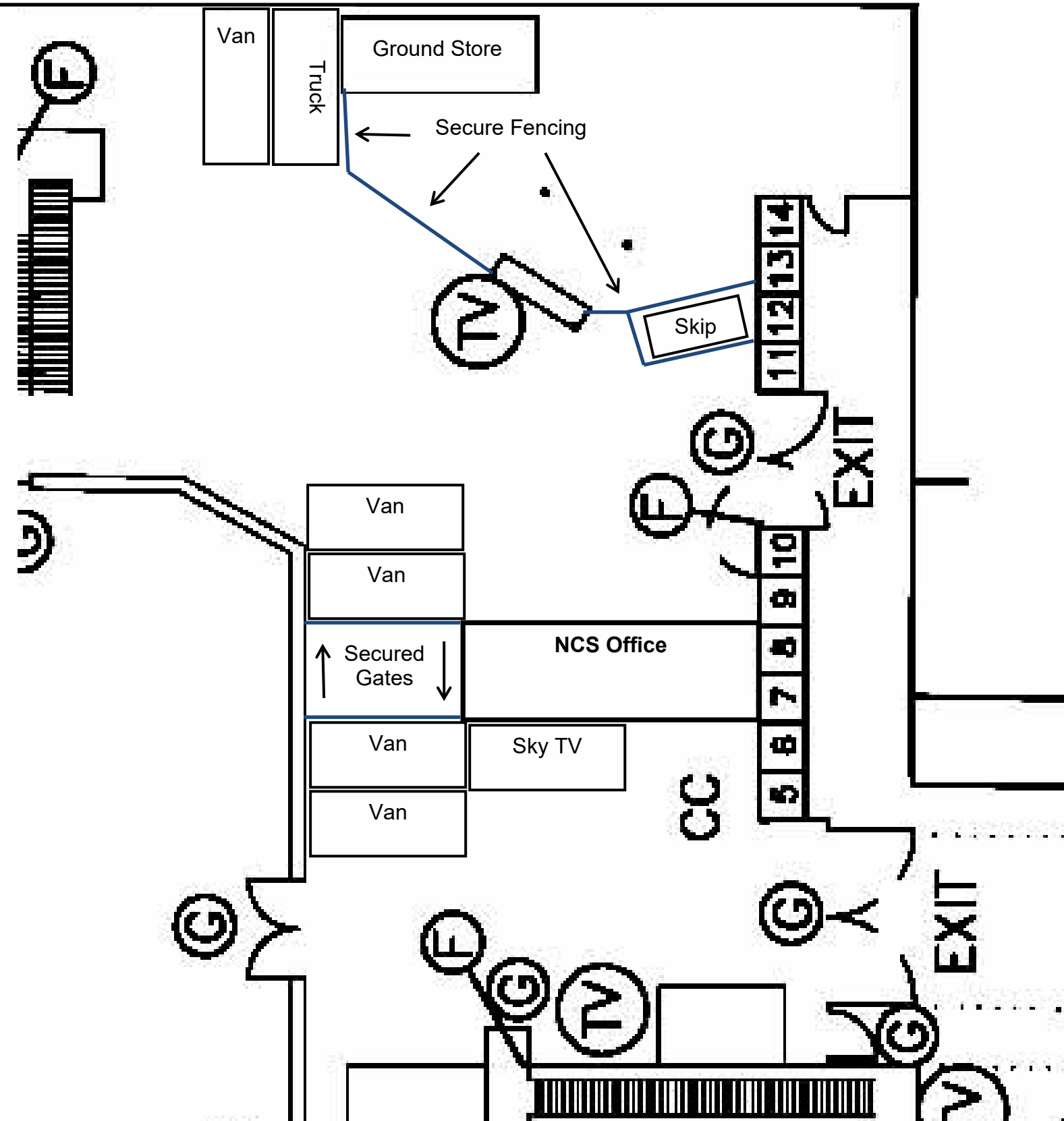
01/10
04/08
05/07
12/04
10/03
10/99
03/99

Plan referred to in the General Safety Certificate

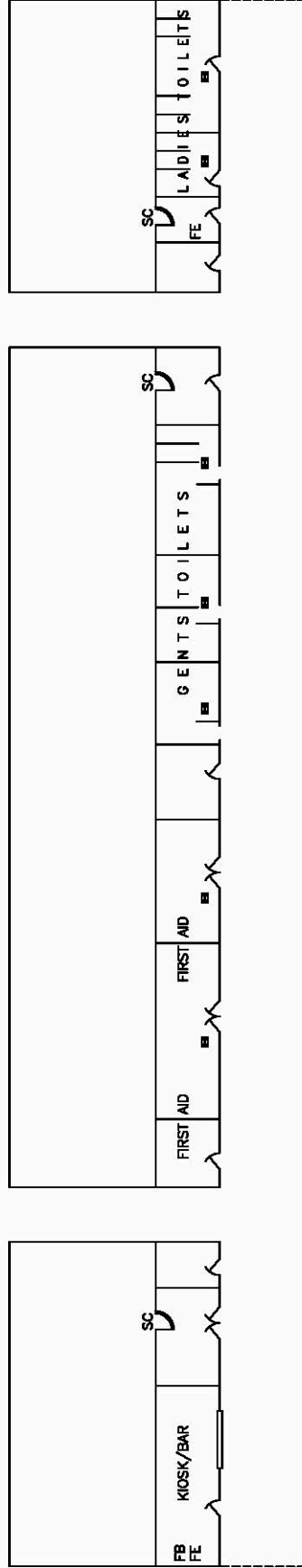
Appendix X



Constitutional Open Corner



Appendix XII



- FE FIRE EXTINGUISHERS
- FB FIRE BLANKET
- SC SELF CLOSING FIRE DOOR
- EMERGENCY LIGHTING

01/10
03/99
07/97

Plan referred to in the General Safety Certificate

Grimsby Town FC Sports & Education Football Trust

Since April 2012 the GTFC foundation has been located in the Lower sponsors stand. It is staffed by the head of foundation and his staff. Their primary functions are:

- 1 Main Office for administration of the GTFC foundation Football Trust**
- 1. Stadium Tours**
- 3. Birthday Parties – Match Day Celebrations**
- 4. Post 16 Education Courses - Futsal**
- 5. External Facility Hire – Classroom / IT Suite**

During normal office hours the foundation Manager and his staff will run the Centre, occasionally the facilities are used outside of the normal office hours by various external organisations. The facilities and occupants will adopt the GTFC's Health & Safety policy as their basic working practice. Any additional policies are their own internal protocols that must not contradict those regulations as defined under the Health & Safety policy of GTFC.

It is anticipated the Centre will be hired out to other groups during the day time, and attention is drawn to the Health and Safety Policy for Schools (issued by North East Lincolnshire Council) p.21: Community Use and Hiring

The Sports & Education Football Trust Centre is covered by two Health & Safety Policies:

- 1 GTFC – Health & Safety Policy**
- 2 GTFC foundation – Health & Safety Policy**

FIRE ALARM SYSTEM:

Manual with break glass points and a fire suppressant system.

TESTS:

These are carried out Weekly by the Facilities and Safety Manager.

SMOKE DETECTORS ARE FITTED IN BOTH THE OFFICE AND CLASSROOM AREAS ALONG WITH SILENT ALARMS (FLASHING).

GTFC Foundation Football Trust Centre

FIRE EVACUATION PLAN

FIRE

IF YOU DISCOVER FIRE:

- < Immediately operate the nearest fire alarm call point.
- < Call the Fire Service by dialling 999. Provide them with accurate location details.
- < **Fire Wardens Only:** Attack the fire, if possible with the appliances provided.
Do not put yourself or others at risk

THREE CO'2 FIRE EXTINGUISHERS ARE LOCATED:

- In the Main Centre Office.
- In the Centre Classroom.
- In the ICT Suite.

- < Use the nearest available exit.
- < Do not stop to collect personal belongings.
- < Leave the building, closing all doors behind you, and report to the person in charge of the assembly point in the FINDUS STAND CAR PARK.
- < Do not re-enter the building, until the Stadium Manager or Emergency Services have declared the site safe.

IMPORTANT

FIRE EXTINGUISHERS MUST NEVER BE REMOVED FROM THEIR HOLDERS OR DESIGNATED POSITIONS UNLESS THEY ARE IN USE OR BEING SERVICED.

Facilities Manager
Grimsby Town Football Club
Blundell Park, Cleethorpes.
DN35 7PY

FIRE EXTINGUISHERS TO BE SERVICED BY: ABATIS

Appendix XV

GTFC Foundation Football Trust Health & Safety General Policy

General Policy Statement

The Senior Management team of Grimsby Town Sports and Education Trust recognise and accept their responsibilities for Health and Safety and as far as it is reasonably practicable will:

- (a) Ensure the health, safety and welfare at work of all its employees, trainees and other adult staff and anyone else who may be affected by work operations;
- (b) Meet its obligations in relation to The Health and Safety at Work etc. Act 1974. The Management of Health & Safety at Work Regulations 1999 and all other statutory requirements.
- (c) Provide and maintain premises, equipment and systems of work that are safe and without risk to health, including compliance with The Control of Substances Hazardous to Health (COSHH) Regulations.
- (d) Provide such information, instruction, training and supervision as is necessary to the health and safety of its employees, trainees and other adult staff.
- (e) Maintain all places of work where projects are to be carried out in a condition that is safe and without risk to health, and to provide and maintain adequate and safe means of access and exit.
- (f) Liaise with host organisations and ensure that adequate safety precautions and regulations are operating.
- (g) Abide by all legal requirements, as far as is reasonably practicable, as laid down by the safety representative and/or Safety Committee of the host.
- (h) Adhere to all relevant statutory fire regulations. Relevant fire escape procedures and precautions will be displayed and brought to the attention of all employees, trainees and other adult staff whilst at work. Emergency fire and evacuation procedures will also be detailed to all employees, trainees and other staff.

Employees are responsible for working in compliance with this Policy, for their own safety and the safety of others who may be affected by their actions, to use equipment as they have been trained and instructed to do and report any defects in equipment provided for use by the organisation.

Signed

Mike Baker
GTFC foundation head (Interim)

Appendix XVI

McMenemy's - Blundell Park

McMenemy's is a restaurant and bar situated within the 1st floor of the sponsors stand at Blundell Park. These facilities have varied use both during the normal operational hours of the business and outside of these times.

The facility is covered by the Club's Health & Safety Policy and Fire Risk Assessment.

General

Name of key holder:	Lisa Piggott/Cath Hullet/Lisa Grey
Contact number:	01472-605050 Ext: 8010
Purpose of use:	Social Function & Match Day Hospitality
Number of staff:	Varied by occasion.
Location:	Upper Floor - Sponsors stand
Access gained from:	Main reception area & upper sponsors executive exit

FIRE

Number / Type / Location of Fire Extinguishers:

1. 3 x C02 Extinguishers:
 1. DJ Booth - McMenemy's
 2. Bar – McMenemy's
 3. Kitchen – McMenemy's

2. 7 x Foam Extinguishers:
 1. Disco Area - McMenemy's
 2. Disco Area - McMenemy's
 3. Constitutional Escape Tower - McMenemy's
 4. Opposite Gents Toilets – McMenemy's
 5. Boardroom
 6. Disco Area – PRO AMPAK Lounge
 7. Disco Area – PRO AMPAK Lounge

3. 2 x ABC Powder Extinguishers:
 1. Kitchen – McMenemy's
 2. Bar – PRO AMPAK Lounge

4. 1 x Wet Chemical Extinguisher: 1. Kitchen – McMenemy's

5. 1 x Fire Blanket: 1. Kitchen – McMenemy's

Number of Fire Alarms / Smoke Detectors / Locations

1. 5 x Fire Break Glass Call Points:
 1. Disco Area - McMenemy's
 2. Disco Area - McMenemy's
 3. Constitutional Stair Escape – McMenemy's
 4. Imperial Stair Escape – ProAmpak Lounge
 5. Bar – ProAmpak Lounge

2. 10 Smoke Detectors:
 1. Top of Stairs – McMenemy's
 2. Opposite Gents Toilets – Corridor
 3. Top of Stairs – McMenemy's
 4. Disco Area – McMenemy's
 5. Disco Area – McMenemy's
 6. Dining Area – McMenemy's
 7. Dining Area – McMenemy's
 8. Disco Area – ProAmpak Lounge
 9. Disco Area – ProAmpak Lounge
 10. Imperial Stair Escape – ProAmpak Lounge

3. 2 x Heat Detectors:
 1. Kitchen – McMenemy's
 2. Kitchen – McMenemy's

Fire Call Point Type? (I.e. manual break glass)

Manual Break Glass

Maintained / Checked by / How Often:

1. Fully checked and tested every 2 months.
2. Serviced every 6 months.
3. Tested by the Stadium Manager or his appointed deputy every match day.

Do you keep a record of these?

Yes – Electronic and manual records kept.

Number and location of Fire Exits

- 4 x Fire Exits:
1. Constitutional Stair Escape – McMenemy's
 2. Disco Stair escape – McMenemy's
 3. Main Stair Entrance – Joint Escape for McMenemy's & ProAmpak Lounge
 4. Imperial Stair Escape – ProAmpak Lounge

Do you have an established emergency escape route and rendezvous point?

If yes, please indicate.

Yes – All stair escapes lead onto McMenemy's car park, this is the primary rendezvous point with McDonalds car park as the secondary back up rendezvous point.

Fire notice plans are displayed in all areas, these plans detail the actions required in the event of an emergency. All permanent members of staff have also received basic fire awareness training.

FIRST AID

Name of first aiders: Dave Smith, Darren Tebbutt

Number and location of first aid boxes: Three

1. Located in McMenemy's (behind bar)
2. Located in Kitchen
3. Located in the ProAmpak Lounge (behind bar)

Who is responsible for maintaining and restocking?

Facilities Manager – David White, Duty First Aider & Duty Managers on shift.

In Addition to the First Aid boxes, there is also a defibrillator device on site. The Defibrillator is located in the main office. David White & Care plus staff (match day medical cover) are the duty qualified staff for the defibrillator however it is worth pointing out that all match day safety stewards have been trained in it's use, along with all function duty managers and office staff.

Do you keep records of all accidents?

Yes - In the Accident Book - situated in the main office.

Who has overall responsibility for Health and Safety in the workplace?

Facilities Manager – Mr David White

In Addition to the First Aid boxes, there is also a defibulator device on site. The Defibulator is located in the main office and various other locations around the grounds.

FIRE NOTICE

IF YOU DISCOVER A FIRE:

- < Immediately operate the nearest fire alarm call point.
- < Call the Fire Service by dialling 999. Provide them with accurate location details.
- < **Fire Wardens Only:** Attack the fire, if possible with the appliances provided.

Do not put yourself or others at risk

ON HEARING THE ALARM OF FIRE:

- < Use the nearest available exit.
- < Do not stop to collect personal belongings.
- < Leave the building, closing all doors behind you, and report to the person in charge of the assembly point in the FINDUS STAND CAR PARK.
- < Do not re-enter the building, until the Stadium Manager or Emergency Services have declared the site safe.

IMPORTANT

FIRE EXTINGUISHERS MUST NEVER BE REMOVED FROM THEIR HOLDERS OR DESIGNATED POSITIONS UNLESS THEY ARE IN USE OR BEING SERVICED.

*Facilities Manager
Grimsby Town Football Club
Blundell Park, Cleethorpes.
DN35 7PY*

FIRE EXTINGUISHERS TO BE SERVICED BY: ABATIS

Appendix XVIII

CHEAPSIDE

The club Training ground is located at Cheapside, Waltham and is covered by this Health & Safety Policy. The facility is used by all the playing staff and consists of a number of changing rooms, shower rooms, physio's room, a dining area and a kitchen area where meals are prepared for the players.

Main Key Holders: David Artell – First Team Manager/ Phil Whittaker grounds keeper

Contact Numbers: Upon request

Number of Staff: Various

The building has four fire extinguishers in place located in the following areas:

1. Foam Extinguisher – Main Corridor
2. CO2 – Dining Area
3. Foam Extinguisher – Dining Area
4. CO2 – Kitchen
5. There is also a fire blanket in the kitchen.

The building has two fire escapes, one of them is the main entrance point and the other is out of the dining room area.

FIRST AID

The coaches and Physio's are trained first aid personnel. The club's Physio has his own first aid kit including defib with a secondary one situated in the kitchen. The Physio's are responsible for restocking the kits.

ACCIDENT BOOKS

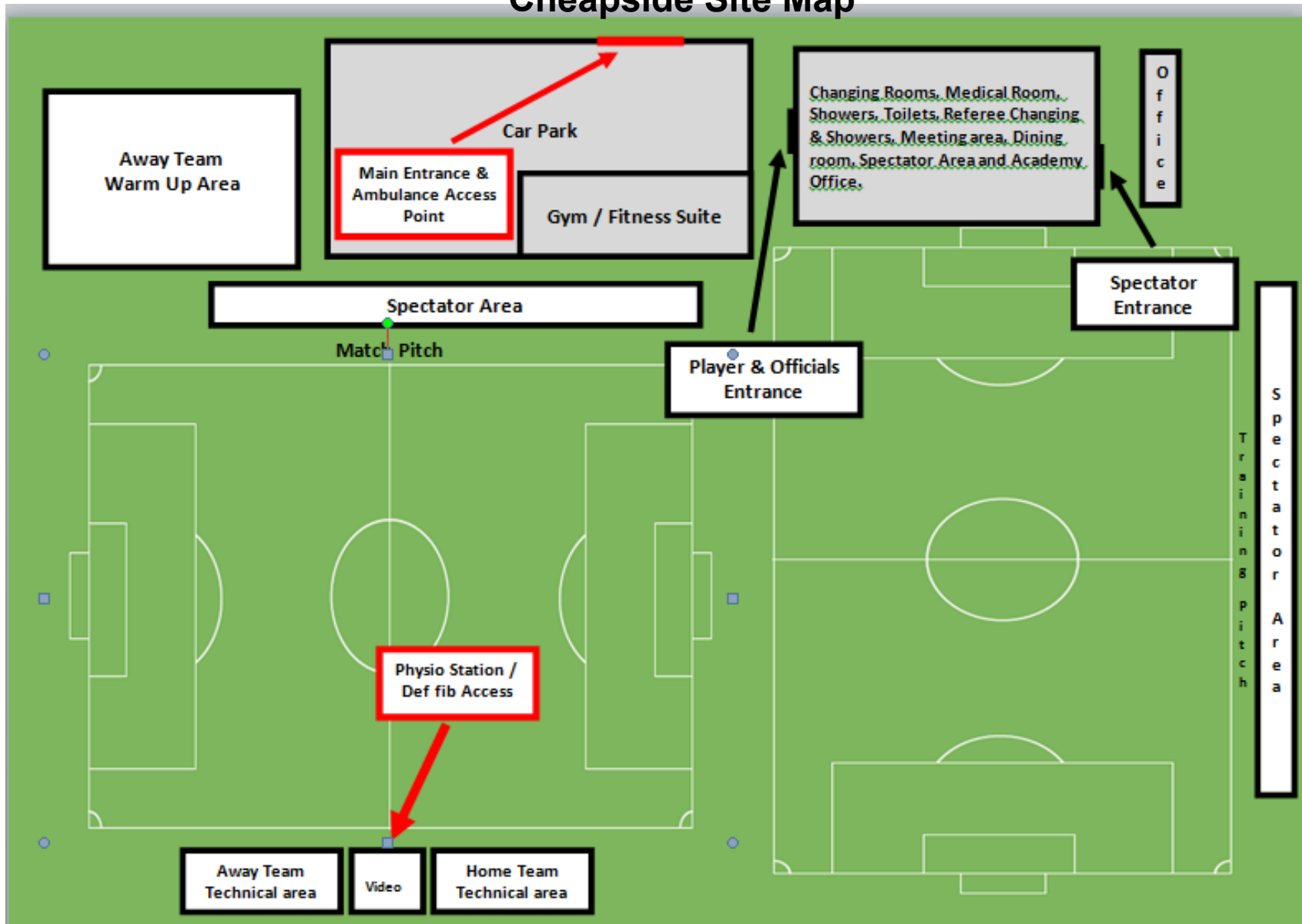
The accident book is located in the physio's room and all accidents **MUST** be recorded.

OVERALL RESPONSIBILITIES FOR HEALTH AND SAFETY

Facilities Manager – David White

Appendix XIX

Cheapside Site Map



GTFC Medical Plan

Main Club Address	Oasis Academy Wintringham	Cheapside Training Ground
Grimsby Town Football Club Blundell Park Cleethorpes North East Lincolnshire DN35 7PY 01472 605050	Oasis Academy Wintringham Weelsby Avenue North East Lincolnshire DN32 0AZ 01472 871811	Cheapside Training Ground Cheapside Road Waltham North East Lincolnshire DN37 0HT
First Aid Equipment Located:		
1. 1 st Aid Room – Pontoon Stand 2. Pitch side 3. Tunnel	1. Individual Age Group Coaches 2. Behind Main Reception 3. Pitchside at Physio station (match day only)	1. Treatment Room 2. Kitchen 3. Pitchside at Physio station (match day only)
Ambulance Access Point:		
1. Harrington Street No:1	1. Main entrance security gate off Weelsby Avenue 2. Rear gated entrance off Park Avenue	1. Via the main car park entrance on Cheapside Road
Defibrillator Access:		
1. 1 st Aid Room – Pontoon Stand 2. Pitch side	1. Physio Station, pitch side 2. Behind Main Reception	1. Treatment Room 2. Physio Station, pitch side
Contacts:		
Facilities Manager & safety officer	David White	
OAW Leisure Facilities Manager	Steve Broderick	
Academy Manager	Neil Woods	
CEO (interim) Manager	Adam Smith	
Physiotherapist	Head of Performance: Ben Mortlock 1 st Team: Dave Moore Lead Academy: Emily Bartlett Moore	
Education & Player Care Manager	Oliver Cowling	
Lead Designated Safeguarding Officer	Vikki Harries	
Urgent Medical Emergency	999 – East Midlands Ambulance Service	
Club Doctor	Dr Frank Howell	

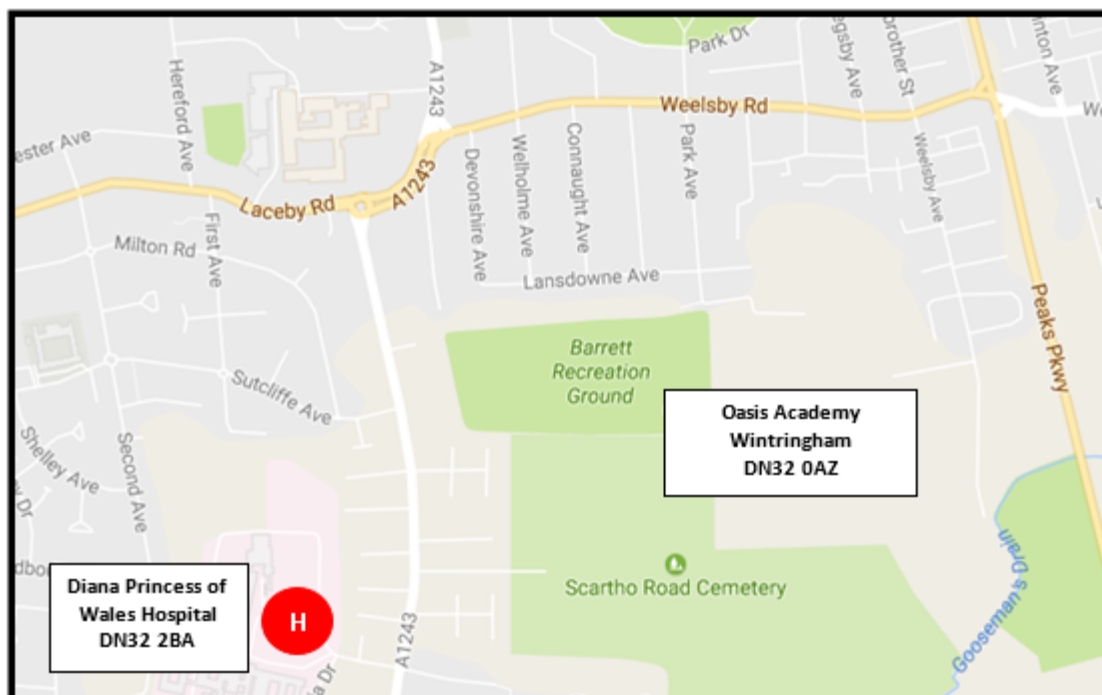
Local Hospital (public)	Princess Diana of Wales Scarcho Road, Grimsby, North East Lincolnshire, DN33 2BA.	01472 874111
Local Hospital (private)	St Hughes, Peaks Lane, Grimsby, North East Lincolnshire, DN32 9RP	01472 251100
It is the responsibility of each age group coach to carry a copy of each individual players medical information form. This should be present at all 1 st Team & Academy matches and at training.		

Grimsby Town Football Club Academy
Medical Emergency Action Plan - Schoolboys

1	Venue	Oasis Academy Wintringham Weelsby Avenue Grimsby DN32 0AZ 01472 871811	
2	Key Academy Staff Contact Details		
	Position	Full name	Mobile phone number
	Academy Manager	Neil Woods	Upon request through club.
	CEO (Interim)	Adam Smith	Upon request through club.
	Head of Coaching	Lawrence Heward	Upon request through club.
	Professional Dev. Phase Lead	Callum Lester	Upon request through club.
	Youth Dev. Phase Lead	Nick Hegarty	Upon request through club.
	Foundation Phase Lead	Oliver Bradbury	Upon request through club.
	Lead Academy Physiotherapist	Emily Bartlett Moore	Upon request through club.
	Academy Doctor	Mr Frank Howell	Upon request through club.
	Education & Player Care Manager Academy DSO	Oliver Cowling	Upon request through club.
3	Medical Staff on Duty		
	Full Name & Position	Full Name & Position	Full Name & Position
	Lottie Evans Physiotherapist	Emily Bartlett Moore Physiotherapist	Darren Williams First Aider
4	Equipment Available		
	Equipment	Location	
	Automated External Defibrillator	Pitch-side during game at physio station.	
	Stretcher, spinal board, cervical collar & spider straps	Pitch-side during game at physio station.	
	Crutches & fracture pack	Pitch-side during game at physio station.	
	Green Resuscitation Bag (Including: airways, manual suction, oxygen masks, Epipen.)	Pitch-side during game at physio station.	
	First Aid Kits	Pitch-side during game at physio station & Main Reception.	
	Ice	Pitch-side during game at physio station.	

5 EMERGENCY CONTINGENCY PLAN		
Who is to lead the emergency process	Full Name	Position
	Emily Bartlett Moore Lottie Evans	Physiotherapist Physiotherapist
Process for contact with emergency services	Physiotherapist to nominate staff member to contact emergency services (999) with designated medical phone, located at physio station.	
Route from pitch & medical room to ambulance	Ambulance and paramedics have full access to all areas of the Oasis Academy, Wintringham via the main entrance off Weelsby Avenue or Rudham Avenue.	
Full name and address of nearest NHS Hospital & A&E	Princess Diana of Wales Hospital Scarcho Road Grimsby North East Lincolnshire DN33 2BA 01472 874111	
Approximate journey time from Oasis Academy Wintringham to hospital	5 minutes	
How to access AED and who is to operate it	AED is located pitch side at physio station. All academy medical staff are trained to operate it.	

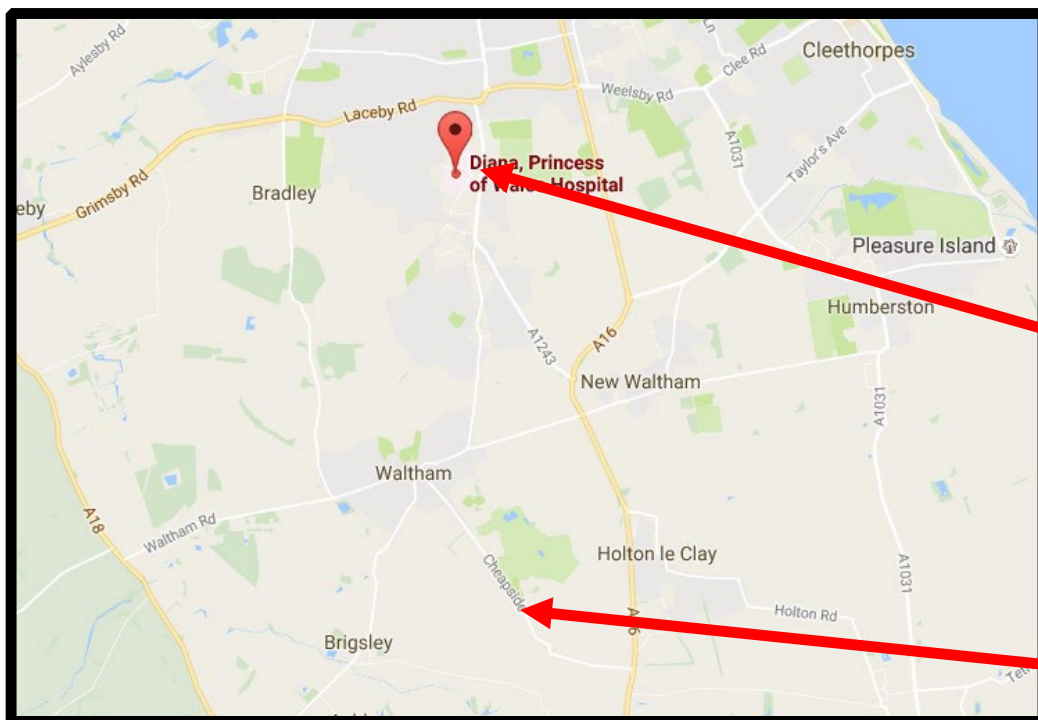
Map to Hospital



1	Name of Club	Grimsby Town Football Club	
2	Age Groups or Development Phase	Under 18s	
3	Full Address of venue including post code	The Training Ground Cheapside Waltham North East Lincolnshire DN37 0HT	
4	Key Academy Staff Contact Details		
	Position	Full name	Mobile phone number
	Academy Manager	Neil Woods	Upon request through club.
	Operations Manager		
	Lead Academy Physiotherapist	Emily Bartlett Moore	Upon request through club.
	Academy Doctor	Mr Frank Howell	Upon request through club.
	Education & Player Care Officer	Oliver Cowling	Upon request through club.
	Safeguarding Officer	Oliver Cowling	Upon request through club.
5	Medical Staff on Duty (delete or add as appropriate)		
	Full Name & Position	Full Name & Position	Full Name & Position
	Emily Bartlett Moore Lead Academy Physio		
6	Location of Personnel and Facilities (delete or add as appropriate)		
	Personnel / equipment	Location	
	Physiotherapist	Pre and Post Match: Medical Room, Main Building During Match: Pitchside at Physio Station	
	Medical Room	Main building	
	AED	Pitchside during game at physio station	
	Stretcher and Spinal Board	Pitchside during game at physio station	
	Fracture packs & box splints	Pitchside during game at physio station	
	O2 & Entonox	Pitchside during game at physio station	
	Crutches & Cervical Collars	Pitchside during game at physio station	
	First Aid	Pitchside during game at physio station & Kitchen in main building	
	Other (please state)	All equipment is stored in the Medical Room during training	

7 EMERGENCY CONTINGENCY PLAN		
Who is to lead the emergency process	Full Name	Position
	Emily Bartlett Moore	Lead Academy Physiotherapist
Process for contact with emergency services	Lead therapist to nominate staff member to contact emergency services (999) with designated medical phone, located at physio station.	
Route from pitch & medical room to ambulance	Ambulance and paramedics have full access to all areas of the training ground via the main entrance off Cheapside road.	
Full name and address of nearest NHS Hospital & A&E.	Princess Diana of Wales Hospital Scarcho Road Grimsby North East Lincolnshire DN33 2BA 01472 874111	
Approximate journey time from training ground to hospital	10 minutes	
How to access AED and who is to operate it	Defibrillator is located pitch side at physio station. All academy medical staff are trained to operate it.	

Map to Hospital



**Diana Princess of
Wales Hospital
DN32 2BA**

**The Training
Ground
Cheapside
Waltham
DN37 0HT**