St Albans Cricket Club Emergency & Evacuation Procedure

St Albans Cricket Club Emergency Operating Procedures have been devised to assist both Coaches and Captains in the event of any emergency situation arising. It is vital that all coaches and captains are aware of and understand these procedures.

It is the responsibility of the Club Committee to ensure that all coaches and volunteers are aware of all emergency procedures.

First Aid
A first aid kit is located at the Clubhouse, or with the Coach or Captain in charge. The nearest telephones are located at the Clubhouse, or with the Coach or Captain in charge.

Should a player or young person/parent/carer require first aid treatment a first aider should be summoned by the quickest available means, all coaches will have basic first aid knowledge.

Most emergencies can be resolved by an on the spot response. However, in the event of a serious incident, which could range from an injury or illness requiring medical treatment other actions will be needed. Coaches and captains should follow the following guidelines.

Minor Injury e.g. small cut, graze, bumps, bruises
- Take appropriate First Aid action.
- Make provision for the injured person to rest or continue as appropriate.
- Record any incident or injury, complete the accident form which will be located in the Clubhouse with copy sent to the Child Welfare Officer.
- Report to parents/carers or next of kin.

Major Injury
- Ring 999 for an ambulance
- Make participant comfortable, do not treat unless a life or death situation, eg stopped breathing, heavy bleeding.
- Telephone the next of kin.
- Record any incident or injury on the accident form.

Contacting the emergency services
When calling the emergency services it is important that they are given the full information. Remember, when calling 999 for the police, ambulance or fire brigade, the ‘control room’ for these services may not be local, do not expect the operator to know where your club is located.

Clarence Park, Clarence Road, St Albans, Herts AL1 4NF  01727 850388
Fire
On discovering a fire, the nearest fire alarm must be activated. Do not attempt to tackle the fire unless safe to do so (i.e. the fire can be quickly extinguished with the minimum of risk to self). It is the responsibility of the coaches or captains to ensure that all members and volunteers understand the basic fire precaution arrangements and procedures:

- The location of the fire alarms and how to use them.
- The location of the fire exits.
- The location of assembly points – next to the Cricket Square or by the Children’s Play Area behind the pavilion.
- The location of fire extinguishers and fire fighting equipment.