

Running your Club Safely

Helping you keep your members safe and not always legless



Aims of the session



Understand your social responsibility

Know how keep your club members safe

Role of social secretary



Role of social secretary



Role of social secretary



- Look after the social aspect of the club:
 - Trips
 - Tours
 - Nights out
- Adhere to Social Events Policy
- Ensure everyone is comfortable taking part in social events

Social events policy



4.1.1 Every club member has the right to participate as a full Club member in training sessions and competitions without participating in any of the club's social events.

4.1.2 It is each individual's choice whether or not they attend such an event. Non-attendance should not act as a barrier to other club activities.

Initiations



“Initiations are a rite of passage ceremony marking entrance or acceptance into a group or society.”

- BUCS and NUS do not support initiations
- UBS ***do not tolerate initiations***
- Will lead to disciplinary action

Initiations



- Staffordshire, 2003: death of student
- Exeter, 2006: death of student (Golf Club)
- Gloucestershire, 2008: Nazi-style initiations hit national news



Film nights
Curry club
Laser quest
Quiz night
Challenge a club





Steve Harris
Facilities Manager

Risk assessments



- Should have risk assessment in place already
 - Those that don't will be contacted
- Needed for anything under the club's name
- One-off events need to be covered
- Reviewed annually

Equipment inventories



- Should only used inventoried equipment
- Financial sustainability
 - Rolling equipment replacement plans?
- Reviewed annually

Facilities



- Engage with us!
- Tell us as soon as there's a problem
 - Don't wait for mini-forums
- Use your sport-specific knowledge
- Week 3: Emergency procedure run-through
 - Including facility-specific accident reporting

Accident reporting



- Report as soon as practicable to Adrian Scriven
- Allows us to address any internal problems
- Report Forms from Munrow Reception
 - Required for physio subsidy





Adrian Scriven
Club Development Officer

Trips and tours



- Any one-off or non-regular activities held under the club's name
- Fill out Trip and Tour checklist
 - Organisers and leaders
 - Participant details
 - Itinerary
 - Transport details
- Information kept with 24-hour Security

Transport



Booked Transport

- At least one week's notice
 - 21 year's old +
 - Fuel receipts
- Diesel OR petrol



Own Transport

- Must provide insurance documents BEFORE travel
 - 25p per mile
- Ask if Business Cover required



Aims of the session were...



Understand your social responsibility

Know how keep your club members safe

Safety is
nothing to be
scared of

