

## **Ipswich Octopush Club Guidelines for dealing with incidents/accidents**

## All Ipswich Octopush club parents or carers will abide by these guidelines and will comply with British Octopush Association and Ipswich Octopush Club rules and guidelines at all times.

The following guidelines are to be followed by the responsible person or coach in charge of any Ipswich Octopush Club session.

Stay calm but act swiftly to observe and assess the situation.

Ensure there is no danger of further injuries.

Listen to what the injured person is saying and take notes if possible.

Alert leisure centre Lifeguards who will supply first aid equipment and administer first aid.

Support the Lifeguard in administering first aid and assist in deciding if further help is required. Ensure emergency services are called if needed.

Supervise the rest of the group and decide if the session may continue or must be cancelled.

Take notes and fill in the appropriate forms including witness statements.

Contact the injured persons parent/guardian or closest relative.