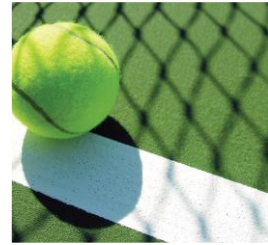


Bohemian Tennis Club

Safety Guidelines



FIRST AID AND EMERGENCY PROCEDURES

A fully stocked first aid box is located in the kitchen area of the clubhouse.

Trained first aiders from the club are:

- *BEN ADAMS* *COACH* *07866 891868*
- *MATTHEW MERNIN* *COACHING ASSISTANT* *07402 074041*
- *GAIL MERNIN* *COACHING ASSISTANT* *07503 117850*
- *SUE BLACKWELL* *WELFARE OFFICER* *07799 414021*

The nearest Accident and Emergency Department is at:

ROYAL VICORIA INFIRMARY,
QUEEN VICTORIA ROAD,
NEW VICTORIA WING
NEWCASTLE NE1 4LP
Contact: 0191 233 6161

For any medical Emergency call 999

In case of any accident/incident please record all details in an accident/incident report form, which can be found on the notice board. This should be completed in full and then passed on to a member of the committee to ensure it is officially recorded and any necessary action is taken.

Updated November 2022

Bohemian Tennis Club

South Ridge,
Brunton Park,
Newcastle NE3 2EJ

Email: bohemiantennis@hotmail.co.uk



Accident/Incident Report Form

Name of person in charge of session/competition

Site where incident/accident took place

Date of incident/accident

Name and address of injured person

Nature of incident/injury and extent of injury

Give details of how and precisely where the incident occurred

Describe what activity was taking place, e.g training/game etc

Give details of action taken during any first aid treatment and the name(s) of first aider(s)

Were any of the following contacted?

Parent/carer Yes No

Police Yes No

Ambulance Yes No

What happened to injured person following the accident/incident?
e.g. carried on with session, went home, went to hospital

All of the above facts are a true record of the accident/incident

Name

Signed