



Safety Policy



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1. Key Principles and Objectives

Pascoe Vale Football Club (PVFC) is committed to the health, safety and well being of its members and volunteers. Members and volunteers acknowledge that individuals, through their own behaviours and actions, are ultimately responsible for safety.

2. Opening and Closing of Clubrooms

Two members must be present at all times outside of normal business hours, seven days a week, to open and close the clubrooms. The clubrooms and surrounding areas must be inspected to ensure the area is safe and secure prior to being locked up and that no member is left unsupervised.

3. Player Drop Offs and Pick Ups

The parent or guardian of a player must accompany their child and present them to the coach or team manager for training sessions and matches.

The coach or team manager must wait with the player until their parent or guardian arrives to pick them up at the conclusion of training sessions and matches.

4. Cancellation of Training

The Club at its discretion will cancel training if it deems the ground conditions or playing surface to be unsafe.

The Club will endeavour to notify members in advance; however, in some instances training is cancelled at short notice.

Members are advised that if the ground lights are off, training has been cancelled.

5. Car Park Safety

PVFC and Merlynston Tennis Club share the same main car parking facility and as such there is a higher level of motor vehicle traffic around the clubrooms and grounds on training and match days.

Members are required to observe a low speed at all times (<20kmph) and be vigilant in looking out for children getting out of cars and crossing the carpark, in particular, at Hosken Reserve.

Minors, whether they are players, volunteers or spectators should be accompanied by a parent or guardian in the car park at all times.

6. Ground and Playing Conditions

Team coaches and managers have a duty of care to ensure the playing surface is acceptably safe for players, spectators and themselves. The following checklist has been designed to ensure a quick comprehensive review can be completed before each match and training session.

1. Surface

- Potholes adequately filled with soil?
- Drainage trenches adequately filled with soil?
- Covers on playing field to have impact protection ie. soil &/or matting?
- Surface is sufficiently even for play?
- Clear of debris/garbage ie. Litter/rubbish, etc.?
- Corner posts made from flexible and non-breakable material?
- Sprinklers – No protruding sprinkler heads?
- Sprinkler heads surrounds adequately filled with soil?

2. Goal Area

- Goal frame is securely fixed to ground?

3. Boundary Area

- Drains are properly covered?
- No protruding wires, bolts, pipes, posts, etc. from fencing?
- No protruding edges, wires, bolts, pipes, posts, etc. from signage?
- Appropriate material used to mark ground lines?

4. Light Towers

- Provide adequate lighting for match competition?
- Provide adequate lighting for training?

5. Change Rooms

- Are separate change rooms available for teams?
- Are change rooms available for referees?
- Are change rooms clean and tidy?
- Is furniture in serviceable condition (ie. benches, lockers, etc.)?
- Is room free from rubbish?
- Do showers work satisfactorily?
- Is floor a non-slip surface?
- Are security arrangements adequate (ie. lockers, lockable doors/windows)?
- Restriction of unauthorised people in change rooms?

7. Dogs on Leashes

The City of Moreland has designated Northern pitches at Hosken Reserve as dog off-leash areas outside of training and match times. Furthermore, in accordance with council regulations, no dog may be off a leash within **20 metres** of a sporting event.

Coaches, team managers and Club officials are required to advise dog owners of these regulations if they are not being observed.

8. Fire and Emergency Evacuation Procedures

In the event of fire or other emergency in the clubrooms, the building must be evacuated immediately in a calm and orderly manner.

In the event of a fire, which ever Committee members are present will assume the role of Fire Warden.

Which ever Committee members are present at the time should raise the alarm and instruct all persons to evacuate the building and proceed to the emergency assembly point.

Which ever Committee members are present at the time should assist any person with a disability to leave the building.

In the event of a fire, and if it is safe to do so, which ever Committee members are present should ensure the immediate safety of anyone within the vicinity of the fire and check that the clubrooms have been completely vacated.

In the event of a fire, and if it is safe to do so, which ever Committee members are present should if they are capable, use the fire equipment located in the clubrooms to extinguish the fire.

Which ever Committee members are present must notify the appropriate emergency service(s) department.

Which ever Committee members are present should assist the injured and seek appropriate medical assistance for them.

Remain in the assembly area until instructed to leave by the attending emergency services department. The designated emergency assembly points are Pallet Street carpark and Merlynston Tennis court entrance, as per the diagram below.

