



HEALTH & SAFETY POLICY

Revolution Gymnastics Club | Units 7 & 8, Elliott Road, Selly Oak, Birmingham B29 6LR

Policy owner

Revolution Gymnastics Club

Approved by / date

Next review

1. Statement of intent

Revolution Gymnastics Club is committed to protecting, so far as reasonably practicable, the health, safety and wellbeing of gymnasts, employees, coaches, volunteers, contractors, visitors and others affected by its activities. We will identify and control risks, provide suitable information, instruction, training and supervision, maintain safe premises and equipment, and consult workers on health and safety matters. Gymnastics involves inherent risks; activities will be planned and supervised to reduce those risks to a reasonably practicable level.

2. Responsibilities

Senior management retains overall accountability for health and safety, allocation of resources, review of risk assessments and implementation of corrective actions. A designated competent person will coordinate routine checks and records. Session leads and coaches are responsible for checking their activity areas, selecting suitable progressions and supervision, reporting defects and incidents, and stopping unsafe activities. All staff and volunteers must follow procedures, report hazards promptly and cooperate with safety arrangements. Landlord/tenant responsibilities for premises and fire systems must be confirmed against the lease.

3. Risk assessment and safe coaching

Management will ensure suitable, recorded risk assessments are completed and reviewed for premises, gymnastics disciplines and activities, equipment, events, lone working where relevant, hazardous substances, young workers, and individual needs where necessary. Assessments will identify hazards, people at risk, controls, responsible persons and review dates. Coaches will work within qualifications and competence, use appropriate skill progressions, spotting and supervision, and adjust or stop activities when conditions are unsafe. Additional arrangements will be made for competitions and off-site activities.

4. Premises, fire and emergencies

Premises, access routes, exits, storage areas and welfare facilities will be kept safe and unobstructed. A separate, current Fire Risk Assessment will identify fire precautions and actions. Fire alarm testing, drills and fire safety equipment checks will be undertaken and recorded by the responsible party. Staff must follow the club's Emergency/Evacuation Procedure, including evacuation routes, assembly point and attendance checks. Emergency contacts and evacuation plans will be accessible to staff. Emergency procedures are supporting documents, not a substitute for the Fire Risk Assessment.



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5. Equipment inspection and maintenance

Experienced coaches will carry out pre-use visual checks. Documented equipment checks will be completed at least weekly, with a planned programme of professional inspection and maintenance. Defective apparatus must be immediately isolated or clearly taken out of use, reported and not reinstated until safe. Inspection certificates, maintenance records and corrective actions will be retained. Installation and adjustment of equipment will follow manufacturer instructions and relevant coaching guidance.

6. First aid, accidents and reporting

The club will assess first-aid needs and ensure suitable trained first-aiders, supplies and arrangements are available. Accidents, incidents and near misses will be recorded promptly, investigated proportionately and used to improve controls. Parents/carers will be informed as appropriate. Reports to British Gymnastics, HSE under RIDDOR and insurers will be made where required. Records will be stored securely and retained under applicable requirements.

7. People, inclusion and safeguarding

Staff and volunteers will receive role-appropriate induction, instruction, supervision and refresher training. Consideration will be given to young workers, volunteers, disability-related needs, medical information, pregnancy and other individual circumstances, with adjustments and specific risk assessments where appropriate. Accessibility and safeguarding requirements are addressed through associated club policies and practical arrangements. Health information will be handled confidentially.

8. Monitoring, consultation and review

Management will consult staff on changes affecting health and safety, review accidents and near misses, track actions arising from inspections, and review this policy at least annually and after significant changes or incidents. All workers will be informed of relevant updates. Supporting records will be available for internal review and venue approval.

9. Supporting documents and procedures

This policy should be read alongside Revolution Gymnastics Club's Emergency/Evacuation Procedure and other applicable club policies and procedures.

The club maintains and reviews relevant health and safety documentation, including risk assessments, equipment inspection and maintenance records, and fire safety arrangements, as appropriate to its activities and premises.

Approval: _____

Position: _____

Date: _____



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