

SAFETY GUIDANCE FAQs

MAY 2016



ENGLAND
HOCKEY

Themes	Questions	Answer
Injuries	Should clubs record injuries at the club? If so, how should they be recorded and how should the information be stored?	<p>There is no requirement to legally report sporting injuries, however it is deemed good practice and there is excellent guidance on H&S issues for sports clubs on the Health and Safety Executive website:</p> <p>Because it is such an important issue, England Hockey needs to collect as much evidence as possible to respond to questions on safety and is working with a number of clubs to collect information in a way that creates minimal workload for volunteers. If you would like to help with this important exercise please contact info@englandhockey.co.uk.</p> <p>It is recommended that all clubs have accident report forms and record full details of all accidents/injuries. Forms should be stored for a minimum of 8 years or until the individual is 25 years old.</p>
Injuries	Does England Hockey have a policy on concussion?	Yes, policy and associated guidance is available under Medical Guidance or please see Sport and Recreation Alliance Guidance
Injuries	How many serious injuries are there in hockey every year?	<p>The NHS reports that just 2% of admissions to A&E are caused by sports and the last government survey of A&E admissions for females aged 0-19 years found that hockey accounted for 4% of sports injuries behind football 15%, horse riding 11%, netball 8%, ice skating 6%, swimming 5% and basketball 4%. Hockey was outside of the top ten for males and not separately recorded. However there is a lack of detailed evidence across sport in general because it is played in so many different environments.</p> <p>As outlined above England Hockey is working with clubs to capture details of serious injuries and will complement work being done internationally by the International Hockey Federation.</p>
First aid and injury management	Should every coach and umpire have first aid?	Recommendation can be found at First Aid advice
First aid and injury management	What is the clubs role in relation to first Aid?	<p>Every club must assess their own need for first aid provision. There should be a minimum of one person first aid trained per match or training session.</p> <p>The following factors should be taken into account:</p> <ul style="list-style-type: none"> • Where do we play? • Is first aid provision covered by the facility provider? • Consider home and away fixtures. • How many people do the club need to train in first aid?

First aid and injury management	Does EH have a policy on whether a club should have a defibrillator?	It's not a requirement. If a club has one, we would recommend the club communicating the location of this to its members. People should know how to use it and it should be checked regularly for battery life.
First aid and injury management	Do we need to have medical consent forms? What do we do with them?	<p>It is good practice to have medical details for all your membership (adult and young people). It is essential to collect information for all people that are under 18. Collect information that is relevant for a club to know it order to safeguard your membership, in case of an accident or injury.</p> <p>Information should be collected annually, with the onus on the individual to inform the club of any changes.</p> <p>Next of kin / emergency contact details should also be collected.</p> <p>Information should be kept confidentially and only shared on a 'need to know' basis.</p> <p>Old or out of date information should be disposed of in a secure manner.</p>
Safety clothing and equipment	What is the EH policy on protective glasses?	The Rules of Hockey 4.2 : Allow protective goggles in a soft covered frame and plastic lenses.
Safety clothing and equipment	Do I have to wear a gum shield and shin pads to play hockey?	<p>EH recommends wearing shin, ankle and mouth protection whilst playing hockey. See The Rules of Hockey 4.2</p> <p>There is lots of evidence to suggest that gum shields prevent a number of injuries. Minimally they should be replaced every year and be shock absorbable and fitted by dentist or purchased through reputable provider.</p> <p>Schools should refer to their School Policy and/or Local Authority Policy</p>
Safety clothing and equipment	What is the EH policy on the wearing of Facemasks?	<p>It should be noted that facemasks can be worn throughout a match if there are medical reasons why that is appropriate.</p> <p>The wearing of facemasks is covered in the Rules of Hockey (specifically Rule 4.2) written by the International Hockey Federation and is explained here:</p>
Safety clothing and equipment	What is the EH policy on jewellery?	Players must not wear anything, which is dangerous to other players. Rules 4.2
Insurance	Am I insured if I am seriously injured playing hockey?	<p>It depends on whether your club has taken our personal accident cover for its players. This is offered to those clubs that use the England Hockey scheme administered by Perkins Slade.</p> <p>If your club has not taken out the Perkins Slade scheme it would still be possible for them to take out personal accident cover. All schemes are different and provide different levels of cover for different types of injury.</p> <p>All players should be aware of the insurance cover provided by their club and take out their own Personal Accident insurance if required.</p>

Insurance	Is our club insured if the coach is not qualified?	<p>England Hockey strongly recommends that all coaches be insured through individual insurance or a clubs insurance.</p> <p>Unqualified coaches can still access insurance, via England Hockey, as long as there are delivering under the supervision of a qualified coach and have accessed a relevant England Hockey CPD workshop and have a relevant safeguarding certificate and DBS.</p> <p>The club or coach should always check with their insurance provider</p>
Workforce	What is the umpire's responsibility with regards to safety?	<p>It is not the umpire's responsibility to administer first aid. It is their responsibility to stop the game if someone is injured</p> <p>The umpire is responsible for the safety of all players, officials and spectators within the confines of the pitch. The umpire should ensure that the rules of the game are adhered to with regard to dangerous play and that play is stopped in the event of an injury.</p>
Workforce	What is the coaches' and organisations responsibility with regards to safety?	<p>It is the coach and organisations (i.e. club/school/county) responsibility to ensure ALL the following are in place prior to the start of each session:</p> <ul style="list-style-type: none"> • A risk assessment has taken place with regards to the facility, players and equipment • Ratios are adhered to of 1:8 (coach to player) for coaching 5-11 year olds, 1:12 for 12-16 year olds and 1:16 for coaching adults • There is appropriate insurance cover • There is current and maintained First Aid cover, and that coaches have a relevant safeguarding certificate and DBS.
Workforce	Can we run a session with an unqualified coach?	<p>England Hockey (only) recommends that no coach except those at UKCC Level 2/EH Sessional Coach/EH Coach, or above, should coach independently.</p> <p>For coaches who, in extreme circumstances need to lead sessions but are not yet qualified appropriately, the following should be in place to ensure a safe, engaging session:</p> <ul style="list-style-type: none"> • Have booked onto, or are currently on a Sessional or Coach Course • Have attended a Coaching Club Workshop related to the population they coaching (ie Engaging Games for Children if coaching children) • Have a current and maintained First Aid Certificate, Safeguarding Certificate and DBS, in addition to relevant insurance cover. • Deliver against recommended ratios and not alone if coaching children
Workforce	What is the EH guidance for coaching my own son/daughter(s)?	<p>EH has no policy to state that you cannot coach your own child however we would recommend the following as best practice:</p> <ul style="list-style-type: none"> • Coach has the right skills and qualities for the role • They treat everyone involved fairly • The parent should not be the only person involved in selecting teams for matches
Safeguarding Young People	What training should I do if I am working with children in hockey?	<p>All people that work with under 18 year olds in hockey should do safeguarding training that is appropriate to their role. EH provides guidance</p> <p>See Safeguarding Training Guidance</p>
Safeguarding Young People	What do I do if I have concerns for a child's welfare?	<p>'SafeD' is the name of England Hockey's Safeguarding Young People Policy, Procedures and Good Practice Guidance.</p> <p>All safeguarding documents can be found here:</p> <p>If you have a concern about a child or about the behaviour of an adult in relation to a child you should follow our procedures that can be found below:</p> <p>Reporting Procedures</p> <p>Concerns should be reported to the club/association Welfare Officer in the first instance.</p>

Safeguarding Young People	Do we need to have parental consent forms and what should they contain?	Clubs should obtain the following information from their junior (under 18) membership to ensure they can fulfil their duty of care to that young person. This information should include: The young person's name, address, contact details Their parent / guardians names and contact details Details of medical conditions, medications and a note to parents to update the club if this changes Consent for photography / video – (there may be legal reasons why a young person's image cannot be taken / published) Consent to transport to matches
Safeguarding Young People	Who needs to be Disclosure and Barring Service (DBS) checked?	England Hockey has guidance on who is eligible for a DBS check. Click here for eligibility guidance Additional eligibility guidance is available for umpires/ officials
Anti Doping	Anti doping – What is EH doing to keep hockey clean?	England Hockey is committed to 'Clean Sport' and work with UK Anti Doping (UKAD) to provide a comprehensive education programme. Further information, including training opportunities, can be found here :
Policy	Can I play hockey if I am pregnant?	See EH pregnancy policy
Policy	We have a transsexual player in our club. Can they play competitive hockey?	See EH Transsexual policy and guidance
Policy	What is the rule regarding junior players playing in adult hockey?	England Hockey policy is that players must be aged 13 or over to play in adult hockey, ie Saturday league hockey. This does not include "badgers" style activity where both teams have a set number of junior and senior players A young player may play adult hockey as soon as they reach their 13 th birthday.
Discipline	How does the discipline system work at EH?	There are a number of different discipline Regulations in hockey, depending on the nature of the offence, please see links below: Red Card / Match day misconduct Safeguarding Young People Anti – Doping Policy Disrepute Regulations – deal with breaches of the Code of Ethics and Behaviour (Respect) All hockey activity in England is covered by the England Hockey Code of Ethics and Discipline When a player receives a red card the issue is dealt with by relevant Disciplinary Administrator, usually the County Disciplinary Administrator, but can be Regional or National depending on the competition where the incident occurred. A player receiving a red card is subject to an automatic 16 day ban from the date of the incident occurred.

Discipline	What do I do if I want to complain about someone's behaviour in hockey?	<p>England Hockey has a Code of Ethics and Behaviour Respect. The Code is split into different sections:</p> <p>Breaches of the Code of Ethics and Behaviour are dealt with under the Disrepute Regulations and should be reported to the County Disciplinary Officer:</p> <p>If the concern relates to a child, you should report in line with our Procedures as detailed in the 'Safeguarding Young People'</p>
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