



Incident and injury management policy and procedure

Policy statement

Hahndorf Soccer Club aims to meet duty of care obligations and provide a high level of health and safety for all people involved in its activities. Hahndorf Soccer Club strives to provide a coordinated approach to incident and injury management.

Scope

This policy applies to the players, members, volunteers, parents, spectators and support persons.

Incident and injury management procedure

1. Information sharing about incident and injury management

- Coaches, team managers and committee members will be provided with information verbally and in writing.

2. Prevention and preparedness

- All players are required to wear shin guards.
- The use of mouth guards is optional.
- Each team is provided with a team bag which contains a basic first aid kit.
- Ice is kept in the freezer at Rob Kilpatrick Park for use in the event of an injury.
- A defibrillator is stored in the referee's room at Rob Kilpatrick Park.
- Refer to Football SA rules and regulations and AHJFA competition rules.
- Grounds and buildings are maintained to provide a safe environment for players and supporters.
- Hahndorf Soccer Club holds appropriate insurance.

3. Response

- When a player is injured the player should be assessed by coach, team manager or parent/family member/care-giver.
- It is not the responsibility of the referee or the Hahndorf Soccer Club manage injury.
- Call for first aid if required.
- If the injury has caused bleeding, the player must leave the pitch until bleeding has stopped and blood has been removed from skin and clothing.
- In case of a suspected serious injury, an ambulance should be called and the player should remain in place.
- Do not remove a player from the pitch if they cannot move themselves.

- If concussion is suspected, follow AHJFA concussion recommendations as per “AHJFA Concussion Position Statement” (March 2024):
 - Player to be removed from play.
 - Player to be assessed using the Concussion Recognition Tool (CRT 6).
 - If signs of concussion are present, they should be assessed by a health professional.
 - If concussion is diagnosed by a health professional, the player should not return to play or contact training for at least 2 weeks after all symptoms have resolved and for at least 3 weeks after the concussion occurred.
 - “If in doubt, sit them out”.

4. Notifications and record keeping

- The injury should be recorded on the club’s “Incident and injury register” as soon as practically possible and within one week of the incident occurring.
- The form should be submitted to club email address: contact@hahndorfsc.com
- The injured player and/or family member will be provided with information about the club’s insurance and supported to make a claim if appropriate.

5. Assessment of injuries

- The club committee will review the injury register and plan any further action, mitigation or prevention strategies.

Related resources and documents

- Hahndorf Soccer Club “Incident and injury register form”
- Football SA policies and rules
- AHJSA competition rules
- AHJFA Concussion Position Statement
- Concussion Recognition Tool “CRT 6” <https://sma.org.au/wp-content/uploads/2023/07/Concussion-Recognition-Tool-CRT6.pdf>
- Australian Sports Commission, Australian Concussion Guidelines for Youth and Community Sport. <https://www.concussioninsport.gov.au>

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