



Waverley Baseball Club

Health and Safety Policy/Procedures

Health and Safety Policy / Procedures		Approval Date:	20 Feb 2023
		Review Date:	April 2024
		Version No:	V1.3
President:	Sign:	Andrew Ferguson	
Vice-President:	Sign:	Ryan Stanaway	

PURPOSE

To provide a safe and healthy sporting club environment for players, spectators, volunteers, coaches and officials. This policy encourages everyone to take a role in accident / incident prevention.

POLICY

Waverley Baseball Club's Board is committed to keeping all people associated with the Club safe, and to managing any accidents and/or incidents in a manner which minimises harm to individuals and the organisation.

The Club encourages healthy habits including encouraging healthy eating habits and responsible consumption of alcohol.

POLICY STATEMENTS

- The Club will adhere to all safety related directives from Baseball Victoria, City of Monash and the Board e.g. heat policies, head injury policies. Baseball Victoria has published an Adverse Weather Policy which details when play and/or training should be suspended in the case of adverse weather events. The policy is available on BV's [Documents web page](#). The policy covers areas such as:
 - Air Quality
 - Hail
 - Rain
 - Lightning
 - Chill
- All players are subject to BV's Concussion policy and Infectious Diseases policy also. This also is available [here](#).
- Everyone involved with the Club is encouraged to contribute to accident prevention by reporting potential risks or dangers on sighting
- The Club will use accredited coaches where possible.
- Working With Children Checks are compulsory for all volunteers who are likely to have unsupervised contact with people under 18 years of age
- The Club will have first aid equipment available in the clubrooms.
- We will maintain a register of Level 2 First Aid trained volunteers and endeavour to assist other members to become accredited
- In the case of an accident occurring where there are no trained personnel present, club representatives will act on the side of caution and will seek medical assistance, or ambulance support
- Safety at training and in play
 - Club coaches will ensure that players utilise personal safety equipment and that general playing equipment is well maintained



Waverley Baseball Club

Health and Safety Policy/Procedures

- Helmets must be worn, and pitching screens used, by all people in the batting tunnels and participating in batting practice on playing fields. This applies to everybody, not just those actually batting or pitching
- Face masks must be worn whenever warming up a pitcher or catching pitching practice
- Other protective gear such as groin guards, mouthguards, gloves etc. are highly recommended
- Club officials and umpires will inspect playing surfaces to determine safety prior to play including the removal of any temporary hazards
- Accidents, incidents and near misses occurring will be documented in the Health and Safety Register including the actions undertaken by Club personnel. The Register will be kept by the Secretary and will be regularly viewed by the Board to inform risk management strategies required
- Waverley Baseball Club promotes fair play in accordance with the rules of the sport and adheres to the state government's [Fair Play Code](#)
- Waverley Baseball Club is a smoke-free organisation and does not permit smoking in or around the clubhouse facilities, or fields, in sight of junior players, or in vehicles used to transport players
- Waverley Baseball Club will regulate and promote responsible consumption of alcohol at the Club by ensuring that only Responsible Serving of Alcohol (RSA) trained people operate the bar
- We will endeavour to provide a substantial food offering during and after matches and training when alcohol is available for consumption
- We recognise the importance of healthy eating and will provide healthy food options ('[Green Foods and Drinks](#)') which are:
 - good sources of important nutrients
 - lower in saturated fat, added sugar and/or salt
 - lower in energy (kilojoules)
 - higher in fibre

for consumption where feasible.

- Alcohol must not be sold or consumed indoors or on the grounds while Junior matches are in progress or for 30 mins after the games.
- Coaches and players must not be substance-affected during training and games
- Waverley Baseball Club encourages all coaches to adopt a health promotion approach to player welfare including adoption of good warm-up, hydration, SunSmart, and injury management practices.



Waverley Baseball Club

Health and Safety Policy/Procedures

PROCEDURES TO SUPPORT MEMBER SAFETY

Board	Review policy statements prior to the commencement of the season and amends / develops where necessary
Board	Communicate policy contents to members through newsletter, email or Registration Forms encouraging everyone to take a role in accident prevention
Coach/Team Manager*	Collect emergency contact details from members occurs at Registration. Team data bases to be provided to a chosen official for each team e.g. Coach, Team Manager.
Families	Inform the Club and Team Coaches/Managers of any specific family privacy issues. We will endeavour to respect these issues. Refer also to the Club's Information Privacy Policy and Procedures
Secretary*	Maintain a record of first aid representatives willing to support the Club and the team with which they are associated
Secretary*	Record Level 2 training completion and date for all first aid representatives maintained
Secretary*	Check maintenance dates on fire extinguishers and defibrillator and inform relevant authority if required
Secretary*	Offer Responsible Serving of Alcohol Training to people intending to operate the bar prior to the commencement of the season
Secretary*	Replenish first aid kits prior to season commencement and replace any items out of date Check first aid kits weekly and replenish supplies Replenish sunscreen supplies and check use by dates
Board*	Determine who accidents and incidents should be reported to for the season, communicate the procedures and provide reporting forms to team officials
Secretary*	Safety briefing to be conducted at the commencement of the season for all Board members, coaches, first aid representatives, team managers etc. Include information on how to report accidents / incidents
Secretary*	Emergency procedure checklist to be posted around clubhouse
Registrar*	Check Coaching Accreditation and Working with Children Check status of all coaches prior to the season commencement
Secretary*	Maintain the accident register

* Or their appointed representative