



<b>Skipton Walking Football Club (SWFC)</b>	<b>First Aid and Blood Fluid Spillage Procedures July 2018</b>	
<b>Prepared by: C MCGrath</b>	<b>Date:</b> 20 <sup>th</sup> July 2018.	<b>Revised:</b> 21 Aug 2020 due to COVID - 19 Pandemic. Revised 31 <sup>st</sup> August.

**First Aid Procedure** (includes COVID-19 precautions) **Whenever possible maintain a 2m social distance**

**1. Purpose** - This procedure describes the arrangements in place to respond, report and treat first aid incidents to players. First Aid is the emergency care given to an injured person before professional medical care or an ambulance is available.

**2. Responsibility** – The SWFC Facilitator is responsible for the dissemination, implementation and review of this procedure.

**3. Location** - Skipton Walking Football Club (SWFC) will run sessions at Sandylands Sports Centre and a facilitator will coordinate and manage the session.

**4. Resources** – SWFC facilitator has a first aid medical bag and the sports centre reception has first aid boxes, Artificial External Defibrillator (AED) and landline. The first aid box contents / AED have to be checked by the SWFC Facilitator annually. Trained First Aid Staff at the sports Centre have current First Aid certificates. The SWFC facilitator will annually check current certificate compliance any discrepancies are to be reported to the Sports Centre staff.

**3. Response** - Will initially be the SWFC Facilitator who will determine whether further medical assistance is required or whether they can deal with the situation themselves. If they can't then the facilitator will call for assistance without delay.

a) If it can be dealt with by themselves. (often players will have strains during football sessions). The key points to consider in the management of these injuries are: to give the player assistance, support and treatment i.e. use of ice packs, sprays from the SWFC medical bag, rest and assurance.

Be aware of other cross contamination that could occur that isn't related to COVID-19.

- Wear gloves or cover hands when dealing with open wounds
- Cover cuts and grazes on your hands with waterproof dressing
- Dispose of all waste safely
- Do not touch a wound with your bare hand
- Do not touch any part of a dressing that will come in contact with a wound.

If an adult is unresponsive and not breathing normally, you still need to call 999 or 112 for emergency help and start CPR straight away. DO NOT GIVE MOUTH TO MOUTH resuscitation

b) If the facilitator advises that the injured person needs to be assessed by the Sandylands first aider then the facilitator will instruct another player to report to the reception and request the first aider.

c) If the facilitator believes that the injury requires immediate 999 / 111 assistance then the facilitator / players will call the ambulance by their mobiles. And, simultaneously a player will report to and request Sandylands first aider to attend.

**4. Hygiene response** – Any responder to an injured person must wear gloves when dealing with accidents involving all injuries including spillage of bodily fluids. After treatment to hand sanitize clean medical bag and any potentially contaminated equipment, double bag any waste.

**5. Considerations-** Responders will consider whether the person being treated has any considerations that should be taken into account. If unsure then this should be discussed with the person being treated. For example, a male first aider may ask if a female requiring treatment is happy for him to provide it for her, or whether she would be more comfortable being treated by a female first aider. In certain situations such dialogue may not be impossible, for example if someone is seriously injured and first aid must be given immediately. In such cases the health and well being of the person being treated will take precedence over any other considerations.

**5. Emergency Contacts** - All SWFC registered players complete a health declaration form which will be kept by the facilitator and be available at each session, so that medical information may be communicated to emergency responders and the facilitator may contact those persons identified as the injured persons 'emergency contact'.

**6. Transportation** - If an injured player goes to hospital / or home by car then another player will go by there car. If the injured person goes to hospital in an ambulance one player will accompany the injured person (if allowed ). Players will collect the casualty's personal belongings and secure them to accompany the injured player and the facilitator will ensure that the health declaration form accompanies the injured person.

**7. Reporting of Incidents and Accidents.** The sports centre accident form and SWFC accident book should be filled out for all injuries requiring first aid attention.

**8. Accident Book-** The facilitator shall maintain the hardback SWFC Accident book.

**9. Exercises** - Two emergency first aid exercises shall be carried out per year and records kept.

**10. Risk Assessment** - The assessment shall be reviewed annually by the facilitator and include potential first aid hazards, controls and comments.

**11. Player Medication-** Some players may carry their own medication that has been prescribed by their doctor (e.g. an inhaler for asthma). If a player needs to take their own prescribed medication, the facilitator / first aider's role is generally limited to helping them to do so and contacting the emergency services as appropriate.

**11. Review Period-** The First Aid Procedure and Blood Spillage procedure will be reviewed annually by the facilitator, after any incident / injury and exercise.

Appendice A = Body Fluid Spillage Procedure

Appendice B = Ambulance Information

END

## Appendix A - Body Fluid Spillage Procedure

- Gloves to be worn at all times. Consider wearing face covering and to provide patient with face covering.
- Blood and body fluids (e.g. vomit, saliva, urine, nasal and eye discharge) may contain viruses or bacteria capable of causing disease. It is therefore vital to protect both yourself and others from the risk of cross infection. In order to minimize the risk of transmission of infection both players, match officials, facilitator and responders should practice good personal hygiene and be aware of the procedure for dealing with body spillages.
- Sports Centre staff are to be contacted initially so that they can arrange for a member of their team to clean the area appropriately.
- Initial Clean Up Procedure - Get some disposable gloves from the SWFC First Aid bag / sports centres reception / first aid kit and place absorbent towels over the affected area and allow the spill to absorb.
- Wipe up the spill using these and then place in a bag and then another bag. Put more absorbent towels over the affected area.
- The bag that has had the soiled paper towels put in, then needs to be tied up and bagged again and ideally placed in the yellow bin or double bagged and put in an outside sports centre bin and inform Sandylands staff.
- Any article of clothing that has got contaminated with the spill should be wiped cleaned and then put in a plastic bag , and then another bag and tied up and be disposed of appropriately.
- The area then needs to be cordoned off until cleaned.

END

**Appendix B - Ambulance Information : Obtain the players health declaration form from the facilitator.**

- Dial 999, or 112 (Mobile Phones) ask for an ambulance and be ready with the following information. Send a player to contact the sports centre staff.
- Telephone number: (number being dialled from)
- Give your location as follows: Sandylands Sports Centre, Carleton New road, Skipton and state that the postcode is: BD 23 2AZ
- Give exact location at the sports centre where the incident has occurred Ambulance to come to (... state location) and a member of staff should be there to meet them .
- Give your name
- Give name of injured player and a brief description of the players symptoms. If ANAPHYLATIC SHOCK state this immediately, as this will be given priority.
- Give any medical history and known medications that you know this player may take. Refer to the players health declaration form.
- If you are unsure of how to manage the Casualty you can keep the Ambulance Operator on the telephone and get them to talk you through what you should be doing.
- OR you can ring them back at any time.
- REMEMBER TO SPEAK CLEARLY AND SLOWLY AND BE READY TO REPEAT INFORMATION IF ASKED