

**Surbiton Hockey Club**

**ACCIDENT GUIDANCE**

**NON Emergency Procedure:**

- Stay calm but act swiftly and observe the situation. Is there danger of further injuries?
- Listen to what the injured person is saying.
- Alert the First Aider who should take appropriate action for minor injuries.
- Deal with the rest of the group and ensure that they are adequately supervised.
- Complete an **Accident Report Form** & return it to Liselle Carey, Colts Administrator.

**EMERGENCY Procedure:**

- In the event of an injury needing specialist treatment, call the emergency services (“999”) Give them the Club/venue details.
- Do not move nor leave alone someone with major injuries. Wait for the emergency medics.
- First Aider:
  - Check airway and remove mouthguard
  - Check for signs of bleeding and attend.
  - Keep the person warm and provide verbal assurance.
  - Check regularly for signs of shock.
- Contact the injured person’s parent / guardian via your membership contact list.
- Head injuries:
  - Remove the player from the field of play as soon as it is medically safe to do so and seek qualified medical attention immediately.
  - In a tournament ensure that proper medical treatment / advice has been sought before allowing the player to participate further.
- Complete an **Accident Report Form** and return it to Liselle Carey, Colts Administrator.