



HEALTH & SAFETY POLICY

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1. Introduction

Blades Down is committed to maintaining a safe environment for all participants, staff, and volunteers. This policy outlines procedures for managing potential hazards, responding to emergencies, and ensuring the well-being of all individuals within the club space.

2. Legal Compliance

This policy complies with:

The Health and Safety at Work Act 1974

The Management of Health and Safety at Work Regulations 1999

The Control of Substances Hazardous to Health Regulations (COSHH) 2002

The Fire Safety Order 2005

3. Roles and Responsibilities

Project Manager & Designated Health & Safety Officer (HSO)

Ensures all health and safety procedures are implemented.

Conducts regular risk assessments.

Maintains first aid provisions and emergency procedures.

Reports and investigates accidents and incidents.

Staff & Volunteers

Follow all health and safety procedures.

Attend relevant training sessions.

Report hazards, incidents, or concerns immediately.

Participants & Visitors

Follow instructions given by staff and volunteers.

Use equipment safely and responsibly.

Report any injuries, hazards, or unsafe conditions.

4. Risk Assessment Procedures

Regular risk assessments will be carried out to identify and mitigate potential hazards. This includes:

Physical hazards – damaged equipment, trip hazards, improper lighting.

Environmental hazards – inadequate ventilation, extreme temperatures.

Fire risks – electrical faults, blocked exits, improper storage of flammable materials.

Health risks – infectious diseases, dehydration, overexertion.

Risk assessments will be reviewed at least every six months or when significant changes occur.

5. Club Space Safety Measures

General Safety

All areas must be kept clean and free from obstructions.

Equipment must be checked regularly and maintained properly.

Signage will be displayed for emergency exits, first aid stations, and fire safety procedures.

Fire Safety

Fire exits must remain clear at all times.

Fire extinguishers will be checked regularly.

Fire drills will be conducted every six months.

Staff and volunteers will be trained in fire evacuation procedures.

First Aid & Medical Emergencies

A fully stocked first aid kit will be available at all sessions.

At least one qualified first aider will be present at all times.

Medical conditions of participants must be disclosed before participation.

In case of a serious injury, emergency services will be contacted immediately.

Equipment Safety

All boxing and fitness equipment must be inspected before use.

Damaged or faulty equipment must be reported and removed immediately.

Participants must use appropriate protective gear during training.

Infectious Disease Control

Hand sanitising stations will be available.

Shared equipment will be cleaned after use.

Anyone showing symptoms of illness should not attend sessions.

6. Emergency Response Plan

Fire Evacuation Procedure

1. Sound the alarm – Alert everyone in the building.
2. Evacuate immediately – Use designated fire exits and follow emergency routes.
3. Assemble at the designated safe area – Car Park.

Medical Emergency Procedure

1. Assess the situation – Check if the person is responsive and breathing.
2. Call for help – Alert a first aider and, if necessary, call 999.
3. Administer first aid – Only if trained to do so.
4. Record the incident – Log all details in the Accident & Incident Report Book.

Incident Reporting & Investigation

Any accident, injury, or near-miss must be recorded.

The HSO will review all incidents and take necessary steps to prevent recurrence.

Serious incidents will be reported to the Health & Safety Executive (HSE) where required.

7. Safeguarding & Lone Working

No staff member should work alone with a child.

All sessions should have at least two adults present.

A designated safe space will be available for any child who feels unwell or unsafe.

8. Policy Review & Training

This policy will be reviewed annually or after any major incident.

All staff and volunteers must undergo annual health and safety training.

Signed:

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