

London Academicals Hockey Club

EMERGENCY PROCEDURES

The London Academicals Hockey Club adopts the St. Dunstan's Enterprises procedures concerning the reporting of a fire or an environmental emergency e.g. adverse weather. The Club also abides by the St Dunstan's Enterprises lettings terms and conditions, concerning behaviour and expectations whilst on site. Club members must adhere to any instructions given by St Dunstan's Enterprises management & staff while on the premises.

First Aid

Each home captain carries a First Aid Kit. There is also a First Aid kit kept permanently in the pitch side storage container at St Dunstan's.

In the event of a club member, member of the opposition, the umpires, or a spectator requiring First Aid, the following procedures must be followed:

- **Minor injuries** (e.g. bruises, cuts, scrapes)
 - a) Take appropriate First Aid action.
 - b) Make provision for the injured person to rest or continue as appropriate.
 - c) Record incident / injury via the Incident Report form

- **Major injuries**
 - a) Arrange for injured person to be taken to hospital – call an ambulance if necessary.
 - b) Use discretion as to whether it is appropriate to administer First Aid in addition.
 - c) Record incident / injury via the Incident Report form and send to secretary@londonacademicals.org & treasurer@londonacademicals.org
 - d) Comply with any [England Hockey injury reporting requirements](#) via the Game Management System or EH website

Emergency Services

When calling emergency services, the club address is below:

**St Dunstan's Enterprises
Jubilee Ground,
Canadian Avenue,
London,
SE6 4SW**

Procedure:

- Keep calm, speak clearly.
- Give your name – state the service(s) that you require.
- Give full name, address, and telephone number of the club.
- Location, details, and time of the accident / incident
- Number of casualties and their condition together with the details of any treatment which is being administered or has been given.

- Access point for ambulance (**main entrance on Canadian Avenue, parking available adjacent to pitch**)
- Someone should be instructed to meet the ambulance on Canadian Avenue, which will aid the medics to reach the casualty as quickly as possible.

Public Access Defibrillator

A defibrillator is installed next to the main entrance to the hockey pitch at St Dunstan's. This can be used without training.

The code to access this AED is: **1250**

In the event of a cardiac arrest:

- 1) Call 999
- 2) Start CPR
- 3) Ask a second person to access the defibrillator (following the instructions on the case)
- 4) Follow the simple steps shown on the device

<https://www.bhf.org.uk/how-you-can-help/how-to-save-a-life/defibrillators>

Name and address of nearest NHS A&E hospital:

University Hospital Lewisham
Lewisham High Street
London
SE13 6LH

Tel: 020 8333 3358 (Urgent Care Centre); 020 8333 3042/3043 (A&E)

Approx. distance from Club: 1.1 miles / 5 min drive

Theft and lost property

The Club and St Dunstan's Enterprises accepts no responsibility or liability for any lost or stolen property whilst participating in club activities. In the event of a loss of personal property, individuals should inform St Dunstan's Enterprises and if necessary, report to the emergency services. Any theft should be reported via an Incident Report form. Loss or theft of Club property must be reported to the Club Treasurer immediately.

Drug / alcohol abuse or consumption

The Club adopts a no-tolerance policy towards consumption of alcohol or use of drugs on the St Dunstan's premises. Only alcohol purchased & consumed in the Jubilee Pavilion will be permitted. Any individual found to be under the influence of alcohol or drugs whilst participating in a match or training will be asked to leave the session immediately.

Assault

In the event of an actual or alleged assault, the Club Secretary should be informed immediately. If necessary, the emergency services should also be engaged. The Club will assist any police investigation into the incident and support their enquiries. Any Club member found to have physically or verbally assaulted any other individual whilst participating in club activity will be subject to internal disciplinary procedures, which may lead to withdrawal of Club membership.