



Southern Gardens  
Ringwood Road  
TOTTON  
SO40 8RW

## **Guidelines for dealing with an Incident/Accident**

1. Stay calm but act swiftly and observe the situation.
2. Is there a danger of further injury?
3. Listen to what the injured person is saying
4. Alert the First Aider who should take appropriate action for minor injuries
5. In the event of an injury requiring specialist treatment, call the emergency services.

Full details of contact numbers are found on the club notice board and in each changing room

6. Deal with the rest of the group and ensure they are adequately supervised
7. Do not move someone with major injuries. Wait for the emergency medics
8. Contact the injured persons parents
9. Complete an Incident/Accident form