

NORTH MIDLANDS RUGBYSAFE

There are 7 things that each Club Rugbysafe Lead (RSL), should do each season.

1	<i>Complete & update the GMS Rugbysafe page</i>
2	<i>Complete & update a First Aid Risk Assessment</i>
3	<i>Complete, update & display a Medical Emergency Action Plan (MEAP)</i>
4	Ensure correct number of First Aiders for all teams & ensure first aid kits & equipment are correct
5	Ensure all Coaches, First Aiders, Volunteers, Players, parents to complete online Headcase course
6	Have an effective process in place for reporting injuries at Club level & onwards to the RFU
7	Encourage all teams to use the Activate exercise programme

The top 3 are essential & must be completed annually at the start of the season.

The bottom 4 are important but less urgent & can be worked on throughout the season.

Please see each of the following individual pages for instructions & information on completing the above requirements.

Please contact any of the following North Mids people for further help with anything Rugbysafe related –

Sharon Olver – North Mids Rugbysafe Lead (RSL) 07930 390494 rsltelfordhornets.nm@gmail.com

Arti - Assistant RSL 07940 427112 dvengineering.co.uk

Rocky - Assistant RSL 07808 822181 playerwelfare@camphillrfc.com

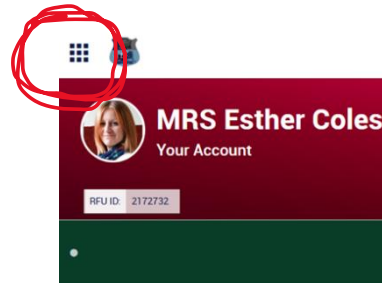
Esther Coles - Assistant RSL 07504 965324 skylarkfirstaid@gmail.com

GMS RUGBYSAFE PAGE

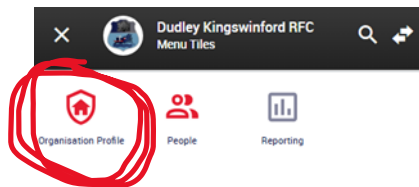
Complete annually at the start of each season & then update throughout the season as/when sections change.

Log in to your GMS account (**You need Level 3 access as your Club's Rubgysafe Lead**).

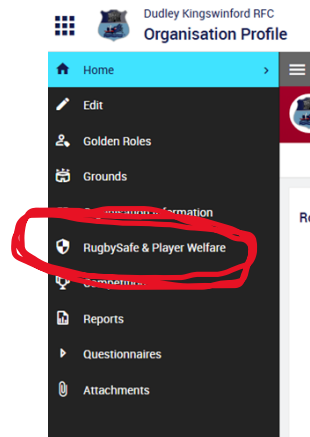
1, Go to the top left & click on the 9 tiny squares



2, Click the 'Organisation Profile' logo



3, Click 'Rugbysafe & Player Welfare' from the list



Firstly, compete the top 2 sections – (see following pages for instructions)

- **Risk Assessment**
- **Medical Emergency Action Plan**

Secondly, complete the remaining sections –

- **Facilities & Equipment** – (see following pages for instructions)
- **Data & Monitoring** – (see following pages for instructions)
- **Personnel** – complete relevant boxes, leave blank if not appropriate, 20 First Aiders is the maximum you can choose so click that if you have 20+
- **Pitchside First Aid** - (see following pages for instructions)
- **Injury Prevention** - (see following pages for instructions)

Remember to click SAVE each time before you log off!!

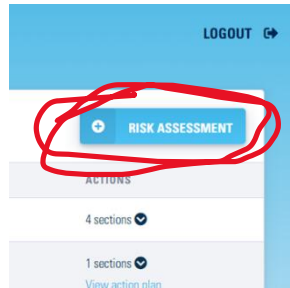
RISK ASSESSMENT

While on the Rugbysafe GMS page, click the 'Risk Assessment Tool' button in the top right corner.

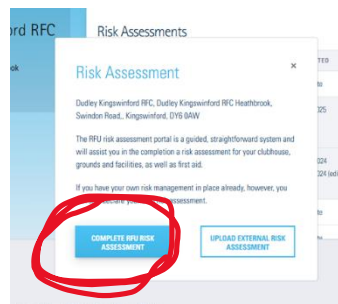
This takes you to the Howden RA Tool website.

It should already show your Club name, if not do a 'Search'.

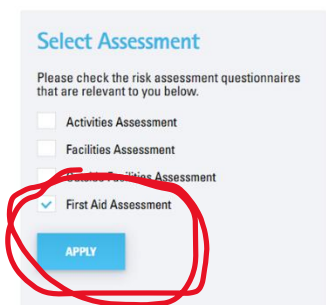
1, Click the '+ Risk Assessment' button



2, Click 'Complete RFU Risk Assessment'



3, Uncheck the boxes to just leave 'First Aid Assessment' & click 'Apply'



4, Now go through the questions & answer honestly – if the answer is 'no', click 'no'.

5, Make sure you 'SAVE' at the end.

6, Download the action plan & start to work towards completing the action points! Ask us for help if you need it!!

7, Return to GMS Rugbysafe page & complete relevant 'First Aid Risk Assessment' section

MEDICAL EMERGENCY ACTION PLAN (MEAP)

- 1,** Complete the Plan for your Club as fully as possible, using the template attached to this email.
- 2,** Print out a copy & display in a prominent position in the Club
- 3,** Email a copy to EVERYONE who might be involved with helping in an emergency – Club staff, all Volunteers, Coaches, First Aiders, Team Managers etc
- 4,** It is also advised that a copy is emailed to all visiting Teams prior to their visit – adult & youth
- 5,** Update & make any relevant changes each year
- 6,** Return to GMS Rugbysafe page & complete relevant 'Medical Emergency Action Plan' section

If you need help with the content of your MEAP, please ask!

FIRST AID FACILITIES, KITS & EQUIPMENT

1, All Clubs should, as far as possible provide a First Aid Medical room.

2, Every team (adult & youth) should have their own fully stocked first aid kit.

Kit List –

- Plasters – assorted sizes – small & large
- Sterile eye pads
- Eye wash pods
- Medium sterile wound dressings
- Large sterile wound dressings
- Triangular bandages
- Disposable gloves
- Wound wipes
- Micropore tape
- First Aid scissors
- Safety Pins
- Foil blankets
- Resuscitation Face Shield
- Yellow body fluid waste bags (optional)
- Ice packs

(Do not keep or use these items – Vaseline, Deep Heat, Freeze Spray, any tablets / medication such as Paracetamol)

(Items such as Asthma inhalers, Adrenaline Auto-Injectors (Epipens) etc, may be held by the First Aider whilst the Player is training / playing, but must be returned afterwards)

Suggested kit suppliers –

<https://www.firstaid4less.co.uk/>

<https://www.jaxfirstaid.co.uk/>

<https://www.spservices.co.uk/>

3, Any other equipment – stretchers, oxygen, spinal boards etc. should only be used by qualified personnel & should be maintained regularly.

4, Most Clubs have a Defib. It should be registered with the Ambulance Service using this website run by the British Heart Foundation – <https://www.thecircuit.uk/>

5, Return to GMS Rugbysafe page & complete relevant 'Facilities & Equipment' section

DATA, MONITORING & REPORTING INJURIES

1, Reporting Injuries - The best way to quickly & easily report injuries is using the Pro-Active app. It is superior to recording injuries on paper due to Data Protection.

North Mids are happy to fund your first year – contact us for the link!

It's not too costly for subsequent years - £60 + VAT.

Please see here for more information – <https://rugbyunion.proactivereporting.com/signup>

2, RFU Reportable Injuries - Some injuries should be reported to the RFU. This is the job of the Rugbysafe Lead!

The following injuries should be reported -

- An injury which results in the player being admitted to a hospital
- Deaths which occur during or within six hours of a game finishing

It DOES NOT include those that attend an Accident or Emergency Department, who are then allowed home.

Either report directly through the Pro-Active app or use this link -

<https://webform.clue.co.uk/RFUIPFInjury>

3, Return to GMS Rugbysafe page & complete relevant 'Data & Monitoring' section

PITCHSIDE FIRST AID PROVISION

Every team (adult & age grade) MUST have an appropriately qualified First Aider present for all training sessions & matches. **No First Aider = no Rugby!**

First Aiders must hold at least the Level 3 Emergency First Aid at Work qualification (1 day course).

The Rugbysafe Lead should keep a record of all First Aiders, which teams they work with, what qualifications they have & when they expire. A spreadsheet is a great idea. We can provide a template for this if required.

A Club can do 2 things to increase First Aider numbers –

1 – Use people that already hold at least the Level 3 Emergency First Aid at Work – from their workplace for example. The Rugbysafe Lead must keep a copy of their **in date** certificate on file & ensure they complete the online Headcase course before acting as a First Aider.

If they are helping age grade teams they also need to gain a Club DBS check & complete the online Safeguarding course in addition to Headcase.

2 – Run a First Aid course at your Club. Information on how to do this is here -

<https://www.englandrugby.com/run/player-welfare/pitch-side-first-aid-immediate-care>

Scroll down to number 6 & ask us if you need help!

Do not forget to return to GMS Rugbysafe page & complete relevant 'Pitchside First Aid Provision' section!

INJURY PREVENTION & SURVEILLANCE

1, Injury Prevention - Lets prevent injuries happening in the first place!!!

The RFU have gone to considerable efforts to create the 'Activate' programme – a series of exercises designed to improve functional and core strength, balance and agility & helping players with the game's physical demands.

Activate can improve playing performance, reduce the risk of injury including concussion as well as support rehabilitation post injury & could therefore mean more players are available (due to less players being injured)

It's for all ages. Please encourage your teams to use it!

You'll find LOTS of information here, including how to access the short online Activate training course - <https://www.englandrugby.com/run/player-welfare/activate>

2, Injury Surveillance -

Community Rugby Injury Surveillance and Prevention Project (CRISP)

Run in conjunction with the University of Bath, the CRISP Project collects injury data from across the community game. It has three main strands: Adult Men, Age Grade and Adult Women.

Data is used to compare and assess trends in injury risk across different playing populations and levels of the game. Injury prevention strategies, such as law/rule changes, can better implemented, so that the safety of the game is improved for those participating.

See here for more information & how to get involved if you would like to - <https://www.englandrugby.com/run/player-welfare/research>

3, Return to GMS Rugbysafe page & complete relevant 'Injury Prevention & Surveillance' section!