



MEMBER PARTICIPATION PROCEDURES (*USEFUL INFORMATION FOR CLUB ACTIVITIES*)

1. Introduction

Selby Striders Running Club ("The Club") is committed to ensuring that all members take part in activities that are safe and well managed.

Risk Assessments have been carried out for our normal training sessions and this has resulted in the following procedures for club activities.

It is intended that these shall apply to all regularly scheduled activities. Separate risk assessments shall be carried out for special or one-off events, however the normal risk assessments shall apply unless advised otherwise to the membership.

2. Normal Training Procedures for Planned Running Activities

During a normal training session, defined as a regular running event taking place each week, the following procedures shall take place in relation to the safety of athletes:

- Assembly points for the normal sessions to be in a safe area away from road traffic. At Selby RFU Club, this is to be in front of the club house and not in the car park. At Brayton, this is to be on the Green and not on the road. For the Speed sessions, a suitable safe meeting point will be advised depending on the session.
- Route to be decided by the Captains or other committee members; pre-published on Spond or the Club website, or discussed at the beginning of the activity. Local recent knowledge of any changes to the conditions of the



routes (e.g. changes to environmental conditions underfoot, obstacles/terrain or other additional risks), to be considered during the route selection process and briefing to members where appropriate.

- Athletes are to personally assess their own participation in the activity, taking in to account their health / physical condition, the route difficulty, and the prevalent weather at the time. Consideration to be given to the correct clothing to be worn for the session and how much water they should carry. Athletes to ensure that they are sufficiently warmed up for the activity they are about to undertake.

Athletes must also be able to maintain the pace range of the group they have joined, or else drop back to a slower group throughout the run. Continuation of the activity will be taken as confirmation that the individual has undertaken this assessment.

- A "Running Group Leader" is appointed, which is either a UKA qualified Run Leader, or a person agreed at the time of training who is aware of the route for training and is willing to take temporary responsibility for ensuring that all athletes are accounted for. There should be a minimum of one per event, however ideally one for each group.
- The Running Group Leader is to carry a First Aid Kit and a mobile phone with the contact details of at least one of the committee members saved. Should one of the club First Aid Kits not be available, the Running Group Leader should be aware of where they are able to obtain medical assistance and the location of the nearest defibrillator.
- The route is announced to all members prior to the run, and re-capped at each stop by the Running Group Leader. Specific known hazards to be advised to all, e.g. major road crossings, known animals on route, slippery underfoot conditions, or a potential for taking a wrong turning causing possible isolation.
- The Running Group Leader is to ensure all athletes are accounted for at the end of the training and have returned to the meeting point at the end of training or have had sufficient support (if required) to return home. Athletes to ensure that they advise the Running Group Leader if they leave the session before its conclusion.



- Members are to inform a member of the committee of any incidents that took place, or the Running Group Leader who will in turn inform the committee.
 - An **incident** (sometimes called a “near miss”) is an occurrence that could have caused harm to people.
 - An **accident** is an occurrence that did cause harm, however minor that may be.
- The report is to be made to the email address safety@selbystriders.org.uk as soon as possible following the incident/accident with the following information:
 - Reporter’s name.
 - Injured party’s name (if any).
 - Date, time, and place of incident/accident.
 - Circumstances of incident/accident (what happened).
 - Nature of injury, and if first aid was given or person taken to hospital.

Or via the web form: [Selby Striders Accident and Incident Log](#)

3. Emergency Procedures (Members requiring assistance)

Should an emergency occur during a club event, the following procedures are to be followed:

- The Running Group Leader, or whoever is carrying the First Aid Kit is to be alerted, with at least one person to remain with the affected athlete. Any qualified First Aiders to make themselves known and attend. If a First Aid Kit is not available and medical attention is required, then the nearest available point to be determined, (e.g. a shop, leisure facility, etc).
- First Aid to be given if required. Emergency Services to be called if the accident is serious enough via mobile phone, to be determined on a case-by-case basis.
- Report to be made to committee via email or webform for review and recording, by either the injured athlete, or a witness. Onward transmission to UK Athletics to be made by the Club’s Health and Safety Officer or nominated representative.



Should an accident occur at a recognised event that the Club is attending, or is being attended on behalf of the Club, first aid should be sought from professional First Aid responders where available, or via event marshals.

5. Special Running Events (not including organised races)

It is intended that the normal training procedures and risk assessments will cover most situations that members of the club will experience during participation, however training or social runs to be undertaken in alternative locations or formats must require special consideration. This may include special 'away' training described as Social runs or Fun runs. Organised races are to be considered separately by the appropriate organising committees.

During the planning of a special event, the organiser shall notify the Committee in sufficient time to allow a review of Health and Safety arrangements to take place and a specific Risk Assessment to be undertaken.

It may be that the current Risk Assessments for training are sufficient for the special event, in which case as stated within Section 1, the standard Risk Assessments shall apply.

Should hazards be identified during the Health and Safety review that require additional controls over those in the standard Risk Assessment or in this document, the additional controls are to be advised to the attendees of the special event either at the route briefing, or notified via Spond, Facebook or email.

4. Winter Activities

Risks can be heightened when the majority of the training takes place in the dark, cold, or during inclement weather. The hazards are covered within the Risk Assessment however the following are exacerbated in winter:

- Slips Trips Falls and Collisions – During darkness it is harder to see your footing so members are more likely to trip over obstacles or slip on uneven,



wet or icy ground. It is also much harder for drivers to see runners on the road, leading to a higher risk of collision.

- Adverse weather conditions – It is noted that there are generally more extremes of colder weather in winter.
- Isolation – higher risk of being isolated during training when members may not be able to see the person in front due to darkness.
- Crossing of roads – it is harder for drivers to see runners when dark.

Additional controls in place over the winter months to mitigate the effects of the above include the following:

1. It is recommended to wear appropriate layers of clothing and suitable footwear to stay warm and/or dry during training.
2. **See and be seen** – members are strongly recommended to wear a head or chest torch to allow them to see their footing ahead. Members should also wear appropriate hi-viz clothing and reflective items to ensure they can be seen by other road users.
3. Routes are changed to take place mostly within lit streets rather than out of town during the summer. The routes will be changed from the Summer set to the Winter set by the Committee when the ambient light is no longer sufficient without a light at the time of the run.
4. Running Group Leaders are to ensure all runners are accounted for as per the procedures in section 2, however all members are encouraged to make a particular effort to stay in groups of two, three, or more during club runs when running in the dark.

Lastly, due to the location of the club, many routes still have to use Brackenhill Lane in the winter. This can be extremely dark with no lighting, and parts of it are a 60mph single track road. Additional care should be taken during runs that take place in the dark to ensure that you can be seen by other road users and to avoid trips or slips on the road edges or verges.