All England Judo Federation Health & Safety Policy

The purpose of this document is to establish working guidelines for the operation of All England Judo Federation (AEJF). It has identified areas of responsibility, procedures and plans that ensure Judo is undertaken in a safe and responsible manner.

It is for use by all of the AEJF. Membership including instructors and students who partake in or have a responsibility for Judo within the AEJF. organisation.

Failure by affiliated organisations including Judo school, academies, instructors, students & clubs and students to comply with these standards and practises may be construed as negligence. Affiliated organisations including Judo school, academies, instructors, students & clubs may find themselves facing fines, or even disciplinary procedures, termination of membership in line with the AEJF.'s Constitution.

Duty of Care and Negligence – What it is

Duty of care is a legal obligation imposed on an individual requiring that they exercise a reasonable standard of care while performing any acts that could foreseeable harm others

Negligence is a form of legal action which, in essence, amounts to a failure to take reasonable care. It is necessary to show that the situation was one where the common law of negligence imposed a duty, that duty was broken, and that damage was caused by the breach of duty.

How It Affects You

- Each of us owes a 'duty of care' to our 'neighbours', not to cause them injury by our negligent acts and omissions.

- In order to satisfy that duty of care you must behave as a `reasonable person' would. However your specific skills, knowledge and experience will be taken into account. For example, a reasonable non-medically qualified individual might be forgiven a medical mistake which a qualified paramedic would be expected not to make.

Your neighbours are those people whom might be injured by your negligent acts and omissions.

For example: - Judo Health and Safety

a) When playing a team Judo at any club venue you would include:
- Any persons playing that Judo with you
- Referees or other officials
- Spectators
- Other persons playing Judo in the vicinity

b) Anyone for whom you have accepted responsibility.

• The duty of care requires you to consider the consequences of your acts and omissions and to ensure that those acts and/or omissions do not give rise to a foreseeable risk of injury to any other person.

• In short, all of us owe a duty not to injure other people through our negligent acts and omissions. It is an individual duty which each of us owe all of the time to our neighbours.

How Being a Group Leader, Instructor of A Club Or Other Activity Affects Your Duty of Care

- As a group leader you have accepted the responsibility of leading others. You owe them a duty to ensure that they are not exposed to a foreseeable risk of injury as far as you reasonably can.

It should be noted that on any outing where a group leader has not been appointed, the most experienced and/or qualified person there must intervene and at least advise if a foreseeable risk of injury arises. For all AEJF. schools, clubs, classes, lessons and teaching/training activities a group leader/instructor MUST be appointed.

How Accepting Office In a Club Affects Your Duty of Care

- If you accept a position of responsibility, you are likely to agree to carry out certain functions which may affect the safety of those both inside and outside the club. You are in a position of responsibility and you must fulfil your duties to the best of your ability without negligence. That is, you must not create a foreseeable risk of injury and you must take reasonable steps to deal with any foreseeable risk of injury, which exists or arises.

For example: If you are in the position of equipment officer you must ensure that inspections are carried out at prescribed intervals by suitably qualified persons identified by the AEJF. to ensure equipment is safe.

All club constitutions contain the following statements about safety, which must be adhered to at all times:

‘The club will follow all guidelines laid down by the AEJF., the Health and Safety Executive Recommendations, and the Judo Health and Safety Strategy advice.

The club will complete generic risk assessments annually, and consider the risks for all activities, responding accordingly to the guidelines laid down by AEJF, the Health and Safety Office, and the Judo Health and Safety Strategy. For extra events risk assessments will be carried out when indicated by the club instructor and/or AEJF. official.

The club will inform the AEJF. of all accidents and incidents using an accident/incident report form by the end of the next working day.'

There have been 12 main areas that have been identified and appear as separate sections within this document.
They are:

1. Risk Assessments

Risk assessments form an important part of Judo activities, minimising the risks to all participants. There are a number of generic risk assessments that have been produced for the affiliated organisations including Judo school, academies, instructors, students & clubs. These can be found in Appendix 1. Affiliated organisations including Judo school, academies, instructors, students & clubs are given their generic risk assessments and must follow this format adding to it any Judo specific risks their activity may entail. There may also be times when additional risk assessments need to be undertaken for certain activities. These will be identified by the AEJF. . Risk assessments must be reviewed annually and any changes in National Governing Bodies rules and regulations must also be incorporated.

2. Accident/Incident Reporting and Procedures

This procedure lays out specific instructions in the event of an injury whilst training, playing or travelling to and from a match or whilst on tour. There are instructions for those injured, the first aiders/team player and also the officials. It also sets out clear guidelines in accident/incident reviewing to ensure that any re-occurring incidents are dealt with as necessary by the AEJF..

3. Major Incident Recovery AEJF.

Major Incident plan establishes the chain of command and communication lines once a disaster has been reported to AEJF . Major Incident recovery would be put into place in the event of a major injury, fatality, and serious accident or other such event occurring in club.

4. First Aid Provision

All Judo teams are issued with First Aid provisions for home and away fixtures at the beginning of the year. These provisions can be replenished at the AEJF. when necessary. There must also be a qualified first aider in each team. First aid courses are run by the AEJF. each year which instructor and students members can partake in at a reduced price.

5. Training and Coaching

Within the AEJF. there are specific guidelines to both the requirements and monitoring of Judo Instructors. It ensures that instructors not only have the correct competency to train their organisations members but also abide by set insurance and safety standards set by the AEJF.

6. Codes of Practice

Codes of Practice identify best practises within Judo. They form an important part of Judo activities to ensure all members are acting in an appropriate manner at all times whilst undertaking their chosen activity.

7. Travel

Judo teams that have to travel to any of their activities must follow responsible procedures. This includes areas such as minibus law, driver testing, driving in adverse conditions and booking procedures.

8. Equipment

The AEJF are not responsible for any equipment and this is under the due care of the club and its management.

9. External Trips and Activities

The AEJF are non-political and will not hinder your freedom to participate with other non-affiliated AEJF groups unless the person holds a position that has access to AEJF sensitive material. Any insurance are invalid during any activities with a non-affiliated organisation.

10. Insurance

All members of any Judo club must first purchase Student Activities Membership. This includes your affiliation to the AEJF. and also covers you on the blanket insurance member to member policy that we have for Judo. Those taking part in ‘one off activities’ also need to purchase this membership before they can take part in an activity sanctioned by the AEJF.

The insurance is invalid outside of any AEJF activity or event.