

# SUTTON UNITED FOOTBALL CLUB Ltd



## **Health and Safety Policy** **Part One** **POLICY STATEMENT**

Sutton United Football Club places the highest priority on health and safety. In particular, we will strive to ensure that we provide a safe environment for all persons working on our behalf, whether paid or voluntary staff, and for all persons using our stadium and its facilities to play or watch football or for any other social activity.

We will comply with relevant legislation as a minimum standard.  
This policy shall be reviewed at least once per year.

This policy has the full support of the Board of Directors.

*D. J. Farebrother*

Dave Farebrother  
Chairman

Sutton United Football Club Ltd

24th June 2021

# SUTTON UNITED FOOTBALL CLUB Ltd



## Health and Safety Policy

### Part Two ORGANISATION

In order to meet the objectives of Part One of its Health & Safety Policy, Sutton United Football Club sets out the following organisational structure. This structure will be reviewed as required, but not less frequently than once every twelve months.

#### **Overall Responsibility for Health & Safety**

The overall responsibility shall reside with the Chairman of the Board of Directors, who is currently Mr David Farebrother.

#### **Additional Responsible Persons**

<b>Health &amp; Safety Adviser</b>	Kevin Thackeray
<b>Club Doctor</b>	Dr Sagar Patel
<b>Covid-19 Medical Officer</b>	Dr Mostafa Mohammed
<b>Ground Safety Officer</b>	Mike Chenery

#### **Operational Responsibilities**

##### Director for Health and Safety

Responsibility for establishing, reviewing, controlling and monitoring the company's Health & Safety systems and procedures shall be vested in a nominated Approved Person. That person is currently Dave Farebrother, Company Chairman and Director for H&S, who holds the NEBOSH National General Certificate. IOSH Managing Safely and NVQ Level 3 in Spectator Safety.

His responsibilities shall include:

- carrying out risk assessments, or ensuring any necessary risk assessments are undertaken
- establishing safe systems of work
- assessment of training needs
- review of safety policy and arrangements
- monitoring of H&S performance and standards
- assuming the role of Club Covid-19 Officer

##### Health & Safety Adviser

Responsible for an overview of the club's H&S arrangements, undertaking risk arrangements and suggesting modifications and improvements to the Board through the Director for Health and Safety

##### Club Doctor

Ensuring that the club is adequately prepared for foreseeable accidents and medical emergencies. Attending on matchdays, or liaise with the Club regarding a suitable locum, to attend to the health & safety and medical needs of those in attendance. An additional doctor may be present as a dedicated

“spectator-doctor”.

#### Covid-19 Medical Officer

Responsible for ensuring that any protocols or measures adopted by the club conform to current Government, Scientific and Medical regulations, guidance and advice and do not create any additional risks.

#### Ground Safety Officer

A Ground Safety Officer shall be appointed, to have jurisdiction on First Team home match days only but to liaise with the Club's offices at all other times regarding stadium security and safety on match-days. His responsibilities shall include:

- Compliance with the “Green Guide” and all other applicable legislation, standards and directives

##### Safety of spectators

- Inspection of stadium for hazards, prior to kick off
- Monitor activity inside the stadium during the game and immediately afterwards
- Liaison with referee and/or police regarding
  - “Delays to kick-off
  - “Safe conditions for spectators (weather)

The Ground Safety Officer is currently Michael Chenery (NVQ Level 4)

#### Appointed Persons

Except on first team match days, when the Ground Safety Officer is present, an Appointed Person shall be responsible for emergency situations within the stadium, including administrative and social facilities.

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### Part Three ARRANGEMENTS

Sutton United Football Club Ltd is responsible for the Health & Safety arrangements applying to the activities carried out within the Borough Sports Ground, Gander Green Lane. These activities may vary according to the area within the stadium, the day and the time.

The principal categories of activity are:-

- Football matches involving the first team
- Football matches involving other Sutton United teams
- Football matches not involving Sutton United
- Training sessions for players with Sutton United Football Club
- Assessment and treatment of injuries to players of Sutton United Football Club
- Administrative activities for and on behalf of Sutton United Football Club and Sutton United Football Club Ltd.
- The use of the social facilities at the Borough Sports Ground for Students and Staff within the Sutton United football academy
- The use of the social facilities at the Borough Sports Ground for members of the Stadium Club.
- The use of the social facilities at the Borough Sports Ground when hired out to third parties.
- The activities of bar staff working at the club
- The activities of catering staff working in the club's kitchens
- The activities of cleaners working at the club from time to time
- The activities of visiting contractors

It is the responsibility of the Director of Health & Safety to ensure that risk assessments are carried out of all relevant activities and in all applicable situations and to establish safe working procedures.

A register of risk assessments shall be prepared and maintained. Risk assessments shall be reviewed every five years or whenever a significant change occurs to the lay out of facilities, whenever there is a change in the management structure, whenever a process is subject to significant change or whenever a new process or activity is introduced. Safe systems of work arising from risk assessments shall be recorded in the Site Safety Manual. All members of staff, part-time workers, volunteers and visiting contractors, shall be made aware of the procedures as they pertain to their activities.

The Director of Health & Safety shall ensure that necessary emergency procedures are in place, and tested, and reviewed as necessary.

The Director of Health & Safety shall also ensure that appropriate training is provided to persons engaged in work or activities that require specialist Health & Safety knowledge.

The Chief Steward shall ensure that sufficient, trained stewards are on duty for first team matches. He shall ensure that each steward is aware of his/her duties on the day and is aware of and under-

stands any emergency procedures or special arrangements.

The Chief Steward shall carry out inspections of the stadium every three months, in the period July to May each year, and report any areas that need improvement to the Director of Health & Safety.

The responsibilities of the Ground Safety Officer shall be restricted to first team home match days. It shall be his duty to tour the ground before it is opened to the public and remove or otherwise make safe any hazards that pose a risk to spectators. The Ground Safety Officer shall wear clothing or other forms of identification that enables him to be easily recognised. During games, he shall monitor crowd behaviour and seek to prevent, with the aid of stewards or police as appropriate, dangerous or inappropriate behaviour by spectators.

It shall be the role of the Ground Safety Office to liaise with the match referee and/or police regarding the condition of the ground for spectators (eg icy surfaces, high winds) and the length of queues of spectators waiting for admission to the stadium, in so far as this may require a delay to the kick-off time or, potentially, postponement of the match.

It shall be the responsibility of the Director of Health & Safety, the Chief Steward and the Ground Safety Officer to liaise on all matters of safety, to review procedures and systems on a regular basis and modify as required.

In specific relation to the risks to all who use the Borough Sports Ground, a panel comprising the Director for Health and Safety/Covid-19 Officer, Covid-19 Medical Officer and Health & Safety Adviser shall ensure that the club meets all regulations and satisfies available guidance on minimising risks for its staff and all users of and visitors to the Borough Sports Ground.