

## Appendix A5

### Physical Contact and First Aid

There are a range of situations where coaches may come into physical contact with their participants e.g., during the course of technical coaching, a person who is upset reaching out for comfort, congratulating an athlete who has done well etc.

All forms of physical contact should respect and be sensitive to the needs and wishes of the individual and should take place in a culture of dignity and respect for all. Adults, particularly Adults at Risk should be encouraged to express their views on physical contact.

The general guidance is as follows:

- In the first instance, coaching techniques are best delivered by demonstration (either by the coach, an athlete or a video can display the technique being taught).
- Coaching instructions where physical contact is required should be clearly explained to the person with a description of how and what contact is needed and consent should be asked for before any contact is made. This should be accompanied by checking if the person is comfortable. Any manual support that is required should be provided openly and must always be relevant and proportionate to the circumstances.
- Coaches should not initiate unnecessary physical contact with their participants.
- Any physical contact that is required during the course of coaching activities should be reasonable, appropriate in manner and conducted in an open environment.
- Be mindful when comforting a person who is upset, it is not always necessary or appropriate to place an arm around them; they may not want physical contact at this time. Sitting down and listening to them, crouching down to their eye level and if needed holding or placing your hand on their hands; are alternative ways to show empathy and concern and offer comfort in this situation.
- Sometimes people will initiate a hug or other form of excited or happy contact with coaches and other session leaders. This is a normal form of human expression. It is important the session leaders respond in an appropriate manner, where they engage in a positive way with the individual, at the same time not prolonging the contact or initiating it. Respond and then redirect into a more suitable coach/athlete form of positive expression such as a high 5.
- It is not the role of staff, coaches and volunteers to act as carers. If it is necessary to help an individual with care tasks or tasks of a personal nature e.g., toileting or changing, the individual involved should be accompanied to the session by someone who they have engaged and is properly qualified to support the individual with and carry out these actions.

- If care or support tasks are required to be undertaken during a session the individual should be encouraged to express their view and preference about how best the club can support, provide facilities for these tasks to be undertaken and meet their needs. Staff, coaches and volunteers should work with the individual and, if relevant, any carer or support worker to develop/practice routines to facilitate the undertaking of the required care or support tasks; so, all parties know what to expect.

### **First aid and the treatment of injuries**

All staff, coaches and volunteers must ensure:

- There is an accessible and well-resourced first aid kit at the venue.
- They are aware of any pre-existing medical conditions; medicine being taken by the participants or existing injuries and any session modifications or treatments required.
- Only those with a current recognised first aid qualification should treat injuries. In more serious cases assistance should be obtained from a medically qualified professional as soon as possible.
- Either an Accident Report Form or an Incident Report Form should be completed if a person sustains a significant injury along with any details of treatment given at the time. Common sense should be applied when determining which injuries are significant.
- For injury management and reporting, where consent has been given by the individual, or if necessary to ensure their safety, the details of the incident and actions taken can be shared with the person's family members, carers or support worker.
- The circumstances surrounding an accident and particularly if a serious injury occurred should always be reviewed to identify any risk and to avoid future repetitions.