

# SAFETY GUIDANCE FAQs

## Updated March 2018



### Safety Clothing & Equipment (including Face Masks)

<p>What is the EH policy on the wearing of Face Masks?</p>	<p>EH strongly recommends, in line with the FIH rules of hockey (<a href="#">The Rules of Hockey 4.2</a>), that across all age groups and playing formats Face Masks should be worn. It should be noted that Face Masks can be worn throughout a match if there are medical reasons why that is appropriate.</p> <p>Senior and junior Face Masks are available from the England Hockey store, please <a href="#">click here</a>.</p> <p>EH recommends that clubs undertake and evidence a risk assessment in relation to the wearing of Face Masks across all age groups and playing formats. For a template risk assessment form please <a href="#">click here</a>.</p> <p><b>Clubmark</b> is the universally acknowledged cross sport accreditation scheme for community sports clubs to ensure club infrastructure is safer, stronger and more successful.</p> <p>Following the England Hockey <b>Clubmark</b> process it is important for all clubs to check that activities are as safe as possible to reduce the risk of accident or injury to everyone involved. For further details on how to sign up for <b>Clubmark</b> please <a href="#">click here</a>.</p>
<p>Do I have to wear a gum shield and shin pads to play hockey?</p>	<p>EH strongly recommends wearing shin, ankle and mouth protection whilst playing hockey. See <a href="#">The Rules of Hockey 4.2</a>.</p> <p>There is lots of evidence to suggest that gum shields prevent a number of injuries. It is recommended that gum shields should be replaced every year and be shock absorbable and fitted by a dentist or purchased through a reputable provider.</p> <p>Gum shields are available from England Hockey's Official Supplier Opro, please <a href="#">click here</a> to visit the website</p> <p>Schools should refer to their School Policy and/or Local Authority Policy.</p>

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### Safety Clothing & Equipment (cont.)

What is the EH policy on protective glasses?	Please refer to <a href="#">The Rules of Hockey 4.2</a> which allows protective goggles in a soft covered frame and plastic lenses.
What is the EH policy on jewellery?	Players must not wear anything which is dangerous to other players ( <a href="#">The Rules of Hockey 4.2</a> )

### Injuries

How many serious injuries are there in hockey every year?	<p>The NHS reports that just 2% of admissions to A&amp;E are caused by sports and the last government survey of A&amp;E admissions for females aged 0-19 years found that hockey only accounted for 4% of sports injuries behind football 15%, horse riding 11%, netball 8%, ice skating 6%, swimming 5% and basketball 4%. Hockey was outside of the top ten for males and not separately recorded. However there is a lack of detailed evidence across sport in general because it is played in so many different environments.</p> <p>As outlined above England Hockey is working with clubs to capture details of serious injuries and will complement work being done internationally by the International Hockey Federation (FIH).</p>
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### Injuries (cont.)

<p>Should clubs record injuries at the club? If so, how should they be recorded and how should the information be stored?</p>	<p>There is no requirement to legally report sporting injuries, however it is deemed good practice and there is excellent guidance on health and safety issues for sports clubs on the <a href="#">Health and Safety Executive website</a>.</p> <p>Because it is such an important issue, England Hockey needs to collect as much evidence as possible to respond to questions on safety and is working with a number of clubs to collect information in a way that creates minimal workload for volunteers.</p> <p>We would ask all clubs to log injuries through our injury monitoring page, which can be found <a href="#">here</a>, using the log in h0ck3y.</p> <p>It is recommended that all clubs have accident report forms and record full details of all accidents/injuries. Forms should be stored for a minimum of 8 years or until the individual is 25 years old.</p>
<p>Does England Hockey have a policy on concussion?</p>	<p>Yes, policy and associated guidance is available under <a href="#">Medical Guidance</a> or please see <a href="#">Sport and Recreation Alliance Guidance</a>.</p>

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### First Aid & Injury Management

<p>What is the clubs role in relation to first Aid?</p>	<p>Every club must assess their own need for first aid provision. It is recommended that there be a minimum of one person first aid trained per match or training session.</p> <p>The following factors should be taken into account:</p> <ul style="list-style-type: none"><li>• Where do we play?</li><li>• Is first aid provision covered by the facility provider?</li><li>• Consider home and away fixtures.</li><li>• How many people does the club need to train in first aid?</li></ul> <p>First Aid kits are available from England Hockey's Official Supplier Physique, to visit the website please <a href="#">click here</a>.</p>
<p>Should every coach and umpire have a first aid qualification?</p>	<p>EH recommendation can be found at <a href="#">First Aid advice</a>.</p>
<p>Does EH have a policy on whether a club should have a defibrillator?</p>	<p>It's not a requirement. If a club has one, we would recommend the club communicating the location of this to its members. People should know how to use it and it should be checked regularly for battery life.</p>
<p>Do we need to have medical consent forms? What do we do with them?</p>	<p>It is good practice to have medical details for all your membership (adult and young people). It is essential to collect information for all people that are under 18. Collect information that is relevant for a club to know in order to safeguard your membership, in case of an accident or injury.</p> <p>Information should be collected annually, with the onus on the individual to inform the club of any changes. Next of kin/ emergency contact details should also be collected and the information should be kept confidentially and only shared on a 'need to know' basis. Old or out of date information should be disposed of in a secure manner.</p>

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### Insurance

<p>Am I insured if I am seriously injured playing hockey?</p>	<p>It depends on whether your club has taken out personal accident cover for its players. This is offered to those clubs that use the England Hockey scheme administered by Howden Group, please <a href="#">click here</a> for further details.</p> <p>If your club has not taken out the Howden scheme it would still be possible for them to take out personal accident cover. All schemes are different and provide different levels of cover for different types of injury.</p> <p>All players should be aware of the insurance cover provided by their club and take out their own Personal Accident insurance if required.</p>
<p>Is our club insured if the coach is not qualified?</p>	<p>England Hockey strongly recommends that all coaches be insured through individual insurance or a club's insurance.</p> <p>Unqualified coaches can still access insurance, via England Hockey, as long as they are NOT delivering entirely independently (e.g. they are not by themselves and with no support framework around their delivery), have accessed a relevant England Hockey CPD workshop and have a relevant safeguarding certificate and DBS.</p> <p>Clubs should always check with their insurance provider that they do not have specific reference to qualifications (as a minority of providers do).</p>

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### Workforce

<p>What is the umpire's responsibility with regards to safety?</p>	<p>It is not the umpire's responsibility to administer first aid. It is their responsibility to stop the game if someone is injured.</p> <p>The umpire is responsible for the safety of all players, officials and spectators within the confines of the pitch. The umpire should ensure that the rules of the game are adhered to with regard to dangerous play and that play is stopped in the event of an injury.</p>
<p>What is the coaches' and organisations responsibility with regards to safety?</p>	<p>It is the coach and organisation's (i.e. club/school/county) responsibility to ensure ALL the following are in place prior to the start of each session:</p> <ul style="list-style-type: none"><li>• A <a href="#">risk assessment</a> has taken place with regards to the facility, players and equipment</li><li>• A suitable incident management framework is in place to manage any injuries or issues that occur</li><li>• Ratios are adhered to of 1:8 (coach/assistant coach/helper to player) for coaching 5-11 year olds, 1:12 for 12-16 year olds and 1:16 for coaching adults</li><li>• There is appropriate insurance cover</li><li>• There is current and maintained First Aid cover, and that coaches have a relevant safeguarding certificate and DBS.</li></ul>

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### Workforce (cont.)

<p>Can we run a session with an unqualified coach?</p>	<p>EH (only) recommends that no coach except those at UKCC Level 2/EH Sessional Coach/EH Coach, or above, should coach independently (which means that the coach is delivering entirely by themselves, with sole responsibility for the safety of the group, and with no additional adults in attendance to help monitor and control risk and safety)</p> <p>For coaches who need to lead sessions but are not qualified to deliver as an independent coach, the following should be in place to ensure a safe, engaging session:</p> <ul style="list-style-type: none"><li>• The lead coach should have attended a Coaching Club Workshop or Course related to the population they are coaching (i.e. Engaging Games for Children if coaching children)</li><li>• Have a current and maintained First Aid Certificate, Safeguarding Certificate and DBS, in addition to relevant club or personal insurance cover.</li><li>• Deliver against recommended ratios and not alone if coaching children</li><li>• The coach is supported by the organising club or County through appropriate risk management processes, and incident management frameworks</li></ul>
<p>What is the EH guidance for coaching my own son/daughter(s)?</p>	<p>EH has no policy to state that you cannot coach your own child however we would recommend the following as best practice:</p> <ul style="list-style-type: none"><li>• The coach has the right skills and qualities for the role</li><li>• They treat everyone involved fairly</li><li>• The parent should not be the only person involved in selecting teams for matches</li></ul>

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### Drones

<p>Can I use a drone to shoot footage during a game?</p>	<p>There is a distinction between recreational and commercial purposes:</p> <ul style="list-style-type: none"><li>• Recreational purposes would include a club member flying a drone over a game to shoot footage to be watched afterwards.</li><li>• Any drone used for recreational purposes must weigh less than 20kg</li><li>• Anyone flying a drone for commercial purposes (e.g. shooting footage that may be sold or used for commercial purposes) must have a PfCO (Permission for Commercial Operation) certificate issued by the Civil Aviation Authority. To obtain a PfCO, the pilot must attend an approved training course.</li></ul> <p>When using drones for filming it is important to remember to obtain consent, please review the safeguarding section for guidance on the use of video and photography.</p>
<p>What are the rules for flying drones?</p>	<p>The Civil Aviation Authority (CAA) sets the rules on drones in the UK under what is called an air navigation order.</p> <p>For further details <a href="#">click here</a>.</p>

### Safeguarding Young People

<p>What training should I do if I am working with children in hockey?</p>	<p>All people that work with under 18 year olds in hockey should do safeguarding training that is appropriate to their role. EH provides guidance</p> <p>See <a href="#">Safeguarding Training Guidance</a></p>
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### Safeguarding Young People (cont.)

<p>What do I do if I have concerns for a child's welfare?</p>	<p>'SafeD' is the name of England Hockey's Safeguarding Young People Policy, Procedures and Good Practice Guidance. All safeguarding documents can be found <a href="#">here</a>.</p> <p>If you have a concern about a child or about the behaviour of an adult in relation to a child you should follow our procedures that can be found below:</p> <p><a href="#">Reporting Procedures</a></p> <p>Concerns should be reported to the club/association Welfare Officer in the first instance.</p>
<p>Do we need to have parental consent forms and what should they contain?</p>	<p>Clubs should obtain the following information from their junior (under 18) membership to ensure they can fulfil their duty of care to that young person.</p> <p>This information should include:</p> <ul style="list-style-type: none"><li>The young person's name, address, contact details</li><li>Their parent / guardians names and contact details</li><li>Details of medical conditions, medications and a note to parents to update the club if this changes</li><li>Consent for photography / video – (there may be legal reasons why a young person's image cannot be taken / published)</li></ul>
<p>Who needs to be Disclosure and Barring Service (DBS) checked?</p>	<p>England Hockey has guidance on who is eligible for a DBS check.</p> <p>Click here for <a href="#">eligibility guidance</a></p> <p>Additional eligibility guidance is available for <a href="#">umpires/ officials</a></p>

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### Anti doping

<p>Anti doping – What is EH doing to keep hockey clean?</p>	<p>England Hockey is committed to 'Clean Sport' and work with UK Anti Doping (UKAD) to provide a comprehensive education programme.</p> <p>Further information, including training opportunities, can be found <a href="#">here</a>.</p>
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### Policy

<p>Can I play hockey if I am pregnant?</p>	<p>See <a href="#">EH pregnancy policy</a></p>
<p>We have a transsexual player in our club. Can they play competitive hockey?</p>	<p>See <a href="#">EH Transsexual policy and guidance</a></p>
<p>What is the rule regarding junior players playing in adult hockey?</p>	<p>England Hockey policy is that players must be aged 13 or over to play in adult hockey, i.e. Saturday league hockey. This does not include "badgers" style activity where both teams have a set number of junior and senior players</p> <p>A young player may play adult hockey as soon as they reach their 13<sup>th</sup> birthday.</p> <p>Guidance is available on <a href="#">Juniors playing in Senior teams</a></p>

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### Discipline

<p>How does the discipline system work at EH?</p>	<p>There are a number of different discipline Regulations in hockey, depending on the nature of the offence, please see links below:</p> <p><a href="#">Red Card / Match day misconduct</a></p> <p><a href="#">Safeguarding Young People</a></p> <p><a href="#">Anti – Doping Policy</a></p> <p>Disrepute Regulations – deal with breaches of the <a href="#">Code of Ethics and Behaviour</a> (Respect)</p> <p>All hockey activity in England is covered by the <a href="#">England Hockey Code of Ethics and Discipline</a></p> <p>When a player receives a red card the issue is dealt with by relevant Disciplinary Administrator, usually the County Disciplinary Administrator, but can be Regional or National depending on the competition where the incident occurred. A player receiving a red card is subject to an automatic 16 day ban from the date of the incident occurred.</p>
<p>What do I do if I want to complain about someone's behaviour in hockey?</p>	<p>England Hockey has a Code of Ethics and Behaviour <a href="#">Respect</a>.</p> <p>Breaches of the Code of Ethics and Behaviour are dealt with under the Disrepute Regulations and should be reported to the <a href="#">County Disciplinary Officer</a>.</p> <p>If the concern relates to a child, you should report in line with our Procedures as detailed in the 'Safeguarding Young People'.</p>