

Emergency procedures for club/venue (epfc/v. crj. 20.3.2011)

All coaches and facilitators of club events must have a copy of this document in their possession and familiarize themselves with its contents

- All coaches to carry a mobile phone and have access to a first aid box and carry keys to the pavilion for use in an emergency
- All coaches should be familiar with the emergency access arrangements by ambulances to the courts
- The double gates on the Northern aspect of the courts have been specifically designed to allow emergency access by ambulances. Ambulances have access to the Holloway Hill recreation ground via the Busbridge Lane entrance closest to the pavilion and coaches and facilitators can direct ambulances
- A wheelchair is available at all times in the pull up garage at number 42 Busbridge Lane by special arrangement in the event of lower limb injury
- Defibrillation equipment is not available and this information should be conveyed to the emergency services in the event of a suspected heart attack or unconscious player
- All coaches are to undertake an emergency first aid course and should be familiar with basic life support procedures, attention to minor injuries or suspected fractures, and dealing with an unconscious subject
- In the event of a serious injury or suspected emergency medical condition the coach or facilitator should phone the emergency services using the approved 999 code
- A clear description of the injury suspected, or details of the suspected emergency medical condition should be given to the ambulance service receptionist and attention given to details such as pain, loss of function, level of consciousness, spontaneous breathing

- In the event of a medical emergency assistance should be sought from a bystander or tennis player in the vicinity to ensure that the subject receives adequate attention while help is being summoned
- In the rare event of a suspected neck (cervical spine) injury the casualty should not be moved but kept as still as possible until emergency medical assistance arrives when a spinal board and neck lock will be applied by the paramedics
- Minor injuries including small lacerations should be dealt with by the coach or facilitator of the event and emergency services should not be used in this instance unless haemorrhage is a problem
- Nose bleeds (epistaxes) should be dealt with in the club house using standard pressure technique to the bridge of the nose and keeping the head forward. Medical assistance should be sought if haemostasis is not achieved within 30 minutes
- Uncomplicated sprains should be managed using Rest/Ice/Compression/Elevation and the website www.phizbiz.com accessed for further guidance and information leaflets. Ice is available in the pavilion and a wet tea towel or flannel should be used beneath the ice to protect the skin. Ice should be applied for a maximum of 15 minutes to any bruised/sprained area
- Questions or difficulties regarding this document can be communicated to Dr Chris Jagger (Health and Safety Officer for BTA) on 01483 415334 or mobile phone 07899933788 or by e mail at jagger_chris@hotmail.com