

## GUIDELINE FOR DEALING WITH AN INCIDENT / ACCIDENT

### *RIGA VOLLEYBALL CLUB*



In the event of an incident / accident you should:

- Stay calm but act swiftly and observe the situation. Is there danger of further injuries?
- Listen to what the injured person is saying
- Alert the first aider who should take appropriate action for minor injuries
- In the event of an injury requiring specialist treatment, call the emergency service
- Deal with the rest of the group and ensure that they are adequately supervised
- Do not move someone with major injuries. Wait for the emergency medics
- Contact the injured person's parent / guardian
- Complete an incident / accident report form

#### **Contact Details of Local Doctors/Hospital:**

Venue:.....

Institution Name:.....

Address:.....

.....

.....

Telephone Number:.....

## CONTACT AND MEDICAL INFORMATION FORM

### RIGA VOLLEYBALL CLUB



As part of the registration process this form should be completed and returned by all members. If the competitor is under the age of 18 this form should be completed and returned by a Parent / Guardian but also signed by the competitor.

Full Name			
Address (incl. Postcode)		Tel Number(s)	
		EMAIL	
		D.O.B	
Emergency Contact(s) (Parent / Guardian)	Full Name		
	Tel Number(s)		
Doctors	Full Name		
	Address (incl. Postcode)		
	Tel Number(s)		
Please give details below of <b>ALL</b> allergies & medication currently being taken along with any special dietary requirements (continuing on a separate sheet if necessary and attach sheet to this form)			
Signature of Competitor			
If Under 18 Years of Age Signature of Parent / Guardian			
Date			

	Yes	No
I give permission to <b>Riga Volleyball Club</b> to use photographs of me / my child in order to help promote the sport in the press.		
I give permission to <b>Riga Volleyball Club</b> to use photographs of me / my child in order to help promote the sport on the club's website.		