

Policy for First Aid and Therapies provision for GRFC Youth section

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Aim of provision of first aiders and therapists

The aim this season is to provide more advanced first aid cover in addition to current basic first aid provision. Access to Therapists during home training and matches is being provided by Physio1to1 Ltd this season. This is in addition to the RFU recommendations as outlined in the RFU guidelines <http://www.englandrugby.com/mm/Document/General/General/01/30/10/11/RFUFirstAidProvisionGuidance.pdf> These guidelines suggest that each age group is covered by one basic first aider per team and one 'Club First Aider'. Following a risk assessment it was decided that a club the size of Guildford would be better served by a higher level of cover. Hence the employment of an Immediate Care Practitioner (ICP) or First Aid Trained Therapist, rather than a 'Club First Aider'.

Therapists will be suitably qualified, CRB covered, they will have attended an up to date pitch side emergency care course, as recommended by the RFU guidelines. They will also have attended Physio1to1 continuing professional development training and be backed by the senior Physio1to1 team. Therapists will roam the pitches during matches, otherwise be centralised in the treatment room.

Each Therapist will carry a 'Physio bag' and a mobile phone for summoning the emergency services if required. The contact details for the Therapist will be available and displayed on notice boards placed out prior to each Sunday session.

First Aid provision

First aid provision for each age group should be monitored by the age group head coach with the assistance and advice of the First Aid officer. Numbers of first aiders according to the guidelines stated above and our risk assessment, should total one per team. Most age groups will therefore require at least three, with some provision to cover non-attendance and illness.

Contacts

Club Address	Guildford Rugby Football Club, GU7 3DH
Contact Number	01483 416199
Hospital	Royal Surrey
Contact number	01483 571122
GRFC Head Physiotherapist	Rob Butler
Contact number	01483 424470 / 07973373077
GRFC Youth Coordinator(s)	Simon Rhodes / Simon Crust
Contact number	07850832054 / 07799067723
GRFC Mini's Chair	Giles Bedloe
Contact email	gilesbedloeGRFC@outlook.com
GRFC Club Secretary	Sue Gardner
Contact email	sue_m_gardner@yahoo.co.uk
Child Protection Officer	TBC
Contact number	
GRFC First Aid Coordinator	Rob Butler
Contact email	rob@physio1to1.co.uk

Access

Access to Therapists will be provided during home training and home matches from 10:30 to 14:30. Therapists will roam the pitches during matches, otherwise be centralised in the treatment room. Therapists will be contactable by mobile phone (Uniquely for GRFC Therapist contact), notices for which will be clearly displayed on boards placed strategically on the north and south pitches

Access to pitches should be maintained at all times. This is to be monitored and sign posts erected in the mornings by car park attendants on duty the day. Access will be monitored on training days by circulating Therapist(s) and should also be continually monitored by Coaches.

Access area for the North pitches will be marked from the road by a sign and two posts. Access for the south pitches will be by the existing gateway directly ahead of the North entrance and will be similarly sign posted.

First Aid Bag

All Head coaches should be in possession of first aid kits. These should be standardised across the age groups. There should be one kit bag per team and should be carried by the team first aider. The kit bags should be checked regularly by the team first aider and can be replenished according to the following checklist. The checklist can be used to re-order items as required. Orders should be e-mailed to: GRFC@physio1to1.co.uk and or given to the Physio1to1 team.

First Aid Kit List and re-ordering form – Re-order via Physio1to1

Guildford RFC Mini/Youth Section

Contents List / Order Form for First Aid Kits.

Age Group : Named first aider:	Number required
1 x Packs of 10 Trigene antiseptic wipes.	
2 x Triangular bandages.	
6 x Sterile gauze pads.	
2 x Dressing Pad.	
2 x Medium dressing.	
2 x Large dressing.	
2 x Eye dressing No.16.	
1 x Pack adhesive waterproof dressings (plasters).	
1 x Ice bag (ice will be made available from the treatment room).	
4 x Pairs disposable gloves (large)	
1 x Roll 2.5 cm Micropore tape or similar.	
2 x Clinical waste bags.	
1 x Pair Tufcut scissors.	
2 x Foil blankets.	
2 x 150 ml sterile eyewash.	
1 x Elastic Adhesive Bandage 7.5cm	
1 x Elastic Adhesive Bandage 5cm	
1 x Guidance book	
1 x Laminated "999 call" card (see policy)	
1 x Concussion information card	
1 x Accident Report Form (see policy)	
1 x Contents list (this list)	

Accident procedure

Should there be an incident, a responsible person should contact the Therapist on duty, who will attend to the casualty. The Therapist will assess and remain with the casualty until the risk is reduced and if the casualty is a minor until they are relieved by a parent/carer/coach.

If necessary, the Therapist / First Aider will request that an ambulance is called following the procedure below. In the event of a suspected life threatening condition, e.g. prolonged unconsciousness, loss of breathing, suspected heart failure or excessive loss of blood, an ambulance should be called immediately by anyone, at the same time as the Therapist / First Aider is being located.

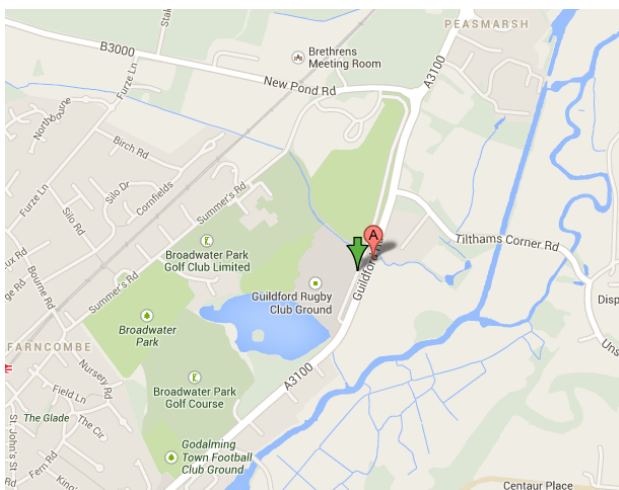
The parent/carer for the casualty should be contacted as soon as possible assuming this doesn't adversely affect the care given, ask an attendee not involved in giving care to locate parent/carer.

Should the Therapist or a First Aider not be available, the coach or group leader will be required to assess the situation and make a decision whether medical help shall be called.

It is important to err on the side of caution and, if unsure, to call for help using the procedure below.

Instructions for calling an ambulance

Note we now have a specific postcode for the ambulance service to improve their ease in locating us. This postcode is GU7 3DH



Entrance to the club...

GPS co-ordinates 51.199704,-0.589614

OS Grid Reference SU 98654 45440

An instruction card can be found in each first aid kit and at the radio stations giving instructions for making an emergency call, as follows:

Making an Emergency Call

Send where possible two/three persons to the entrance of the club and to the access point of the pitch to direct the emergency services to the casualty.

If the emergency services are required, either use the club landline, or a mobile telephone as long as you are receiving a strong signal.

DIAL 999

and await the Operator's question:

EMERGENCY, WHAT SERVICE DO YOU REQUIRE?

Respond:

POLICE or FIRE or AMBULANCE

The Operator will ask for a phone number and location :

**The Club phone number is:
01483 416199**

The address of the Club is:

**Guildford Rugby Club
Broadwater Sports Club
Guildford Road
Godalming
Surrey
GU7 3DH**

If an ambulance has been requested, the Operator may ask additional questions and may offer First Aid advice.

Stay on the line until requested to clear.

Post Injury Management

Within 12 hours of the injury occurring, the Manager or Coach of the injured player should contact the parents/carers to enquire about the welfare of the injured player and to find out about any follow up to the injury, e.g. after being seen at a hospital Accident and Emergency Department or by a Doctor.

Within 24 hours accident and injuries should be reported using the accident report form (following page). This should be emailed to the First Aid Officer Rob Butler. The first aid officer will manage the case if further management is necessary.

Please note injuries requiring admission to hospital over night must be reported to the RFU. This should be done by the club First Aid Officer using the relevant First Aid Forms. This does not include A&E admissions which are discharged before admission.

Post Injury Communication

It is the responsibility of the parent or guardian of the injured player to report any injuries to the relevant persons. These may include but are not exclusive to: Schools, school teams, other youth groups, other rugby teams, other adults acting in locus parentis and other sports teams.

The club can make any reports/concussion assessments available to the legal guardian of the child only. However, these can be shared at the guardians will.

Return to play post injury

Return to play is at the parent's discretion. I would strongly suggest any injuries are assessed by an appropriate professional.

Physio1to1 are linked to the club and offer a discount for all members. Physio1to1 is covered by all major insurance companies for the use of private medical insurance. I'm afraid match day assessments of historic injuries is not possible given the availability of cover on match days.

Liaison with School Rugby teams

If a child is involved in club, school/college and Constituent Body or Academy rugby, it is the responsibility of the parents or guardians of the child to work with both the club and the institution, in a practical and sensible way, to plan the child's match schedule, training and to manage injuries.

INJURY/ACCIDENT REPORT FORM

Complete and send to injuries@physio1to1.co.uk Tel: 01483424470

GUILDFORD RFC YOUTH INJURY/ACCIDENT REPORT FORM		
Name of Injured Person:	Next of Kin contact details/address:	Date of injury:
DOB:		Time of injury:
Where did the incident take place?		First Aider in attendance? If Yes Name:
What was the type of injury? (e.g. head, neck, limbs etc)		Did the casualty lose consciousness?
How did the injury occur? (e.g. training, game, activity being undertaken)		
What action was taken? (e.g. treatment given, casualty advised to seek medical attention etc)		
Was an ambulance called?	Was a parent / guardian contacted? If Yes Name:	
What happened after the incident? (carried on playing, went home, went to hospital etc)		
Name/Contact Details:	Date:	
	Position (Coach, Manager, First Aider)	

injuries@physio1to1.co.uk

Concussion management

Guildford rugby club follows the guidelines on concussion as laid out by the RFU 'Headcase' initiative. <http://www.englandrugby.com/my-rugby/players/player-health/concussion-headcase/>

All Physio1to1 Therapists on duty on GRFC youth training days are also trained in carrying out the SCAT3-child test in order to fully assess and aid management of concussions.

Concussion may occur after a direct blow to the head or force elsewhere that transmits to the head. Typically it results in a short lived change in neurological function. Signs of concussion can include:

- Headache
- Balance problems or dizziness
- Nausea or vomiting
- Feeling dazed
- Double vision / Seeing stars
- Hearing problems – ringing in the ears
- Poor concentration
- Slurred speech
- Inappropriate emotions – tearful, hysterical laughing
- Loss of short term memory (forgetting recent events)
- Confusion, personality change

It can occur with or without loss of consciousness

Quite often the casualty will not appreciate or realise that they are concussed.

What to do if you suspect one of your players has sustained a concussion:

REGOGNISE and **REMOVE** from play

Contact the Therapist on duty who will manage the situation using our GRFC/Physio1to1 guidelines.

If the Therapist is not available (away matches) then seek medical assistance:

Go to hospital if you or others notice any of the following:

- Headache worsening
- Unable to rouse (player should be woken regularly through the night)
- Inability to recognise people or places
- Repeated vomiting
- Seizures or fitting
- Weak or numb arms and legs
- Unsteady or slurred speech

Do not take any chances – if you think it is concussion it IS concussion

Following concussion the rest period prior to return to play is dependant on age... seek medical assessment. If you suspect concussion, then treat as concussion.

Further information is available from:

http://www.englandrugby.com/mm/Document/MyRugby/Headcase/01/30/49/01/parentsummary_Neutral.pdf

Graduated return to play

This information is a summary of the recovery protocol for players of Rugby who have been assessed as having concussion by a member of the Physio1to1 team.

It is intended to cover the recovery and return to play period.

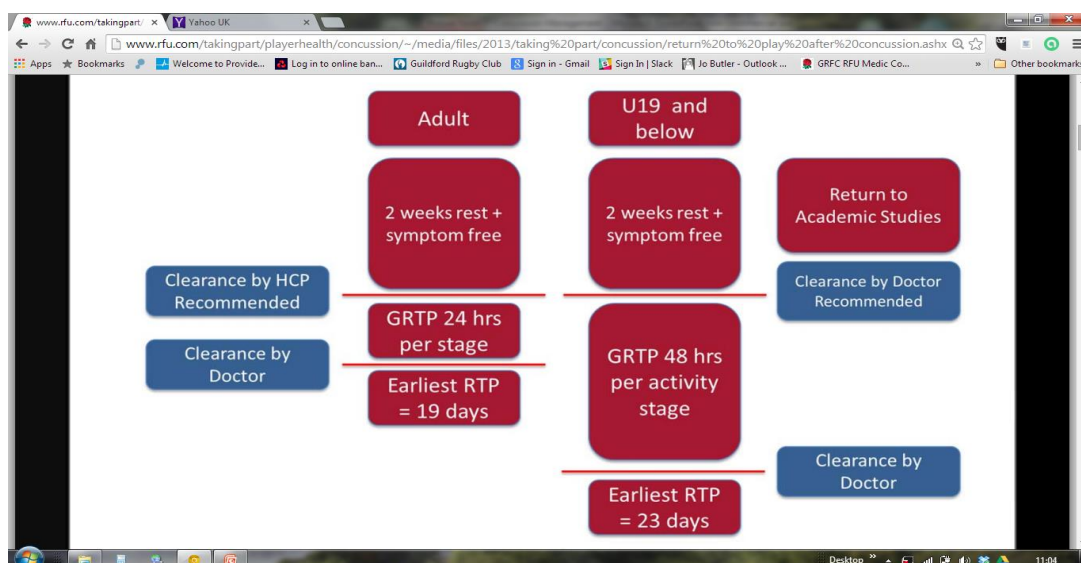
Any questions please don't hesitate to contact Physio1to1 on 01483424470

Rest

- Two weeks symptom free prior to ending rest period
- Rest from Mental and Physical work
- May necessitate time off work or school
- Reading and games consoles are NOT rest
- Taxing mental function post-concussion can slow recovery

Recover

- Recovery must be full prior to commencing the return to play protocol
- Assessed via the SCAT test carried out by a medical professional.
- RFU guidelines say two weeks symptom free prior to GRTP (graduated return to play)



Return to sport

Graded return to sport protocol within a week is only available at the professional level

Return for club players is a 19 day minimum with medical clearance

Return for players under 19 years of age is a 23 day minimum completion period

Any relapse during GRTP requires full recovery before repeating

Key difference for children (U17) is a 48hour rest period between each stage of the GRTP protocol

STAGE	FUNCTIONAL EXERCISE AT EACH STAGE OF REHABILITATION	AIM
STAGE 1: NO ACTIVITY	Symptom limited physical and cognitive rest.	Recovery
STAGE 2: LIGHT AEROBIC EXERCISE	Walking, swimming or stationary cycling keeping exercise intensity. <70% maximum permitted heart rate. No resistance training.	Increase HR
STAGE 3: SPORT-SPECIFIC EXERCISE	Simple running drills and patterns. No ball skills. No head impact activities.	Add functional movement
STAGE 4: NON-CONTACT TRAINING DRILLS	Progression to more complex training drills (eg: passing drills in rugby). May start progressive resistance training.	Exercise, coordination and cognitive load
STAGE 5: FULL-CONTACT PRACTICE	Following medical clearance, participate in normal training activities.	Restore confidence and assess functional skills by coaching staff
STAGE 6: RETURN TO PLAY	Normal game play.	

Seek advice from the Physio1to1 team if you have any questions GRFC@physio1to1.co.uk