

MX Fencing Club

Sabre Fencing Club in Kent

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**Accident procedure**

This document details guidelines of steps to be taken if an accident occurs.

* Remain calm, assess the situation, look for further risk of danger or injuries.
* Attend to the injured person – are they conscious? If so, listen to them and find out what happened.
* Alert a first aider if that isn’t you and allow them to administer basic first aid.
* In the event of a more serious accident, requiring more specialist intervention, call the emergency services.
* If there is an obvious major injury or a potential head injury, DO NOT move the person until the emergency services arrive.
* Ensure that the rest of the group of fencers are adequately supervised and spend time reassuring them if necessary.
* Contact the injured party’s emergency contact if relevant and in the case of a child, call the parents/carer.
* Complete an accident form – to be completed by the member of staff/coach in charge and counter-signed by any other members of staff as witnesses.

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Reviewed: