



# CAMBRIDGE UNIVERSITY KARATE CLUB

## Cambridge University Karate Club HEALTH & SAFETY STATEMENT

### OVERVIEW

- It is the policy of the Cambridge University Karate Club (CUKC) to ensure, so far as reasonable and possible, the health and safety of all members and instructors engaged in training and competition with the club.
- CUKC is affiliated with the Karate Union of Great Britain (KUGB, see [www.kugb.org](http://www.kugb.org)). Every policy within CUKC is meant to hold alongside the corresponding KUGB policy, rather than replacing it.
- The club committee is, in collaboration with the Safety Officer, responsible for ensuring that reasonable steps are taken to provide a safe and healthy environment for its members to train in, including keeping the risk assessment up to date, making all relevant documentation available to club members and responding to any concerns that members may have.
- Every session has to be instructed by a CUKC instructor, holding a valid KUGB license and being of appropriate grade, to ensure that the required health and safety standards are maintained.
- The club expects that all members will take the initiative with regards to their own and others' safety as detailed in Section 'Membership Responsibilities' below.

### MEMBERSHIP RESPONSIBILITIES

- All club members are expected to be familiar with the club's Code of Conduct and the Risk Assessment.
- Every member must hold a valid KUGB license when training with or competing for CUKC. It is the responsibility of each member to ensure their licence is up to date.
- All club members must wear suitable kit, dependent on the level of training and the particular training needs of individual exercises.
- It is the responsibility of the individual to bring to the attention of the instructor running a particular session any illness, injury, or other factor that may affect their health and safety, or that of others, during a session.
- It is considered the duty of all club members to bring to the attention of an instructor or committee member any situation which they believe to be unsafe or any shortcomings they perceive in the club safety arrangements.
- Every training exercise starts and ends with a command of the instructor. No club member must start an exercise until the command is given and has to cease any action immediately when hearing the corresponding instruction.

### COMMITTEE RESPONSIBILITIES

- It is the responsibility of the President to ensure that all committee members are aware of their Health and Safety responsibilities and are able to fulfil these responsibilities.
- It is the responsibility of the President to ensure that all necessary club documents, including the club's Safety Policy and Risk Assessment, are available on the club website.
- It is the responsibility of President and Captains, in coordination with the Safety Officer, to keep the club's Risk Assessment up to date.
- It is the responsibility of the Vice President to ensure that all club equipment is stored appropriately and kept in adequate working condition.

## **SAFETY OFFICER RESPONSIBILITIES**

- It is the responsibility of the Safety Officer that the committee and/or instructors are aware of and deal with any arising health and safety issue.
- The Safety Officer has to make sure the Risk Assessment is kept up to date, by consulting the President and the Captains.

## **ACCIDENT PROCEDURE**

- Most club training sessions take place either at the University Sports Centre or College locations, where staff will be on hand to provide first aid cover.
- Accidents must be reported to staff at the University Sports Centre reception or the Porter's Lodge of the corresponding college.

## **INSURANCE**

- Holding a valid KUGB license insures the corresponding club member for injuries and accidents while training or competing with CUKC.
- New members are insured for up to 3 sessions before required to obtain a license.
- All club equipment is stored at the University Sports Centre and is covered by the Sports Centre's insurance.
- Neither the club nor the University Sports Centre can accept responsibility for loss of or damage to any personal kit that is stored on the Sports Centre's premises.