**Purpose**

Port Adelaide Cycling Club (PACC) recognises that cycling has many inherent risks, and that PACC has a responsibility to ensure that suitable First Aid is provided in the event of an injury or illness at PACC events.

The aim of First Aid at cycling events is to provide initial treatment for minor incidents; and provide appropriate medical referral when necessary.

**Scope:**

This policy applies to all participants, volunteers, officials and spectators at PACC events.

It is the responsibility of the club committee, in conjunction with the event organiser to ensure the implementation of the policy.

**Policy**

PACC will ensure that sufficient First Aid is available at all PACC events, having regard to the nature of the event and the risks associated with the event.

The obligation to provide access to First Aid (including First Aid kits) may be delegated by the Club to an accredited First Aid Officer engaged by the club to attend and provide First Aid at an event.

First Aid Kits

PACC is to ensure a full First Aid kit is available at all events. Ideally, the club will have multiple First Aid kits available; one to be stored at the Hanson Rd Velodrome Clubrooms, with the other available for transportation to any external PACC events.

PACC will ensure that each First Aid kit owned by PACC is audited at regular intervals to ensure that the contents has not expired.

Where practicable, PACC will ensure that an Automated External Defibrillator (AED) is taken to events.

First Aid officers

PACC is to ensure that all PACC events have a qualified First Aid Officer in attendance, whether engaged on a professional or volunteer capacity.

PACC events are run with a heavy emphasis on volunteers. Many club members attending PACC events are qualified First Aid Officers. These members are able to provide assistance when necessary at smaller club events; such as Thursday night motor pacing.

For larger events, such as Cyclocross, PACC is to ensure a designated First Aid Officer is available at all times for the length of the event. This may be a PACC volunteer; or arranged through a third party contractor.

Provision of First Aid

If a person requires First Aid treatment, the nearest qualified First Aid Officer is to be notified. First Aid Treatment is only to be provided within the limits of the First Aid Officer’s training and capabilities.

For more serious injures, referral to a doctor, hospital or other health care professional may be required. The First Aid Officer is to discuss referrals and appropriate transport (if necessary) with the injured individual.

First Aid Records

When First Aid has been provided, the First Aid Officer is to document:

* Name of the injured/ill individual
* Date and time of the incident
* Nature of the injury/illness
* Outcome of any treatment provided
* Supplies used
* Any referral (if required)
* Name of First Aid Officer

For PACC racing events, the First Aid Officer is to provide a copy of these details to the Chief Commissarie along with a debriefing.

**Definitions:**

For the purposes of this Policy, the words used in the first column of the table below have the meaning given to them in the second column.

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| --- | --- |
| **Word** | **Meaning:** |
| “First Aid” | Includes:* Access to First Aid kits;
* Access to First Aid officers
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| “PACC Events” | Includes: * Training events
* Racing events
* Social events conducted on PACC premises

but does not include:* Social group rides
* Social events not conducted on PACC premises
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**Authorisation**

Barnaby Grant

President, Port Adelaide Cycling Club