**healSAMPLE TENNIS CLUB**

**HEALTH POLICIES**

**SPORT SAFE POLICY**

## **Position Statement**

\*\*BUSINESS NAME\*\* is committed to improving the health of the community through safe participation in tennis and tennis related activities. In providing this service our club is aware of the need to provide safe participation for all by reducing the risk of injury.

\*\*BUSINESS NAME\*\* Sport Safe Policy details information on the following areas:

1. First Aid (ice available at all times from staff members)
2. Warm-up and Cool Down
3. Heat Rule
4. Fluid Replacement
5. Contagious Diseases
6. Additional Components
7. Sport Safety Policy Information

### First Aid

\*\*BUSINESS NAME\*\* will endeavour to have a qualified first aid person available at training, competition and event sessions. Appropriate first aid equipment will be made available at training sessions, competitions and events where appropriate.

\*\*BUSINESS NAME\*\* will endeavour to have appropriately trained people available at their training, competitions and events. Members, coaches and officiating personnel will be given the opportunity to attend approved training courses in sports injury prevention and treatment.

### Warm-up and Cool Down

Warm-up and cool down routines will be conducted at \*\*BUSINESS NAME\*\* training sessions and warm up and cool down routines will be encouraged at competition sessions.

##### Heat Rule

If the temperature reaches 38 degrees Centigrade or above in the shade all play must be suspended. Please refer to the Tennis League handbook for further explanation on this rule.

### Fluid Replacement

All personnel involved in training, competitions and events will be informed of correct fluid replacement practices and encouraged to implement these practices before during and after the activity. \*\*BUSINESS NAME\*\* will encourage the use of personal water bottles and towels and discourages strongly the use of sharing water bottles and towels between players, coaches and officials. Free drinking water is provided at all venues.

### Contagious Diseases

\*\*BUSINESS NAME\*\* will provide suitable information to our affiliated clubs/members/associations on the associated risk factors and prevention strategies against contagious diseases which may be contracted whilst playing tennis.

\*\*BUSINESS NAME\*\* will encourage at all times the use of personal water bottles and towels and discourages strongly the use of sharing water bottles and towels between players, coaches and officials

### Additional Components

Sports Medicine Australia’s policies and guidelines on blood and infectious diseases, pregnancy and sports participation, and children in sport will be adopted where deemed appropriate.

Players/Members will be encouraged to use/wear suitable clothing and footwear at all times during training, competitions and events.

\*\*BUSINESS NAME\*\* playing facilities/courts etc will be maintained and checked for potential dangers before training, competitions and events occur and every effort will be made for affiliated Clubs and Associations to maintain their facilities to a safe standard at all times.

\*\*BUSINESS NAME\*\* advises that any players who have a pre-existing health condition, or who have any doubts about their health, should complete a medical assessment and fitness test prior to participation in playing or officiating. Players who participate without a medical assessment or without notifying officials of a medical condition, play at their own risk.

Considerations will be given to environmental conditions, such as heat, cold, playing and surface conditions when conducting training, competitions and events.

**Sport Safe Policy Information**

\*\*BUSINESS NAME\*\* is aware that sport safe practices are continually being updated and improved upon and for this reason the \*\*BUSINESS NAME\*\* Sport Safe Policy will be reviewed and updated annually.

NB. The highest ranked person at the Club/Tournament shall enforce the policy where necessary.

#### SUN PROTECTION POLICY

## **Position Statement**

\*\*BUSINESS NAME\*\* recognises that exposure to ultraviolet radiation (UVR) has negative health effects and will introduce measures to minimise exposure. Due to tennis being played mainly outdoors, \*\*BUSINESS NAME\*\* is extremely conscious of providing adequate information, education and facilities and strongly recommends and supports sun safe practices for all staff, volunteers, spectators and participants involved in tennis throughout Western Australia. Measures are constantly being introduced to minimise exposure to the harmful effects of the sun that participants may incur.

\*\*BUSINESS NAME\*\* Sun Protection Policy details information on the following areas:

1. Time of Activities
2. Provision of Shaded Areas
3. Appropriate Clothing
4. Sun Protection Policy Information

### Time of Activities

Whenever possible activities will be conducted outside of the hours 10.00am to 3.00pm when UVR is at its peak.

During our Tennis in Schools programs (peak UVR time) a ‘no hat, no play’ policy will be employed by our SunSmart Tennis in Schools Coaches and sunscreen will be available to all students and teachers at all times. This will encourage young people to learn and adopt sun protection measures at an early age.

SunSmart Tennis in Schools coaches will be responsible for incorporating the SunSmart message and the harmful effects of UVR when visiting primary schools for SunSmart Tennis in Schools clinics.

**Schedules, fixtures and rule modifications (including a cancellation policy)**

Where possible, training, events and competitions are scheduled to minimise exposure to UV and heat.

Cancellation of training, events or competition occurs (according to the rules of Tennis West) when high risk conditions are forecast.

Where it is not possible to avoid peak UV and heat periods, the following interim steps are taken to minimise the risk of overexposure to UV and heat illness:

Warm-up activities are limited in duration and intensity.

The duration of the activity is reduced.

Activities start earlier in the morning or later in the evening.

Rest breaks and opportunities to seek shade and rehydrate are increased.

Officials rotate out of the sun more frequently than usual.

Player interchange and substitution is used more frequently than usual.

Activity is held at an alternative venue (e.g. training at a pool).

Officials, coaches and senior members act as role models by wearing sun-protective clothing and hats, applying sunscreen and seeking shade wherever possible.

### Provision of Shaded Areas

Where available natural shade will be utilised to protect participants and spectators from UVR.

Where existing or natural shade is not available, the organisation, club or association conducting the event will supply and erect portable shade structures to the best of their ability.

Marshalling, interchange and presentation ceremony areas are protected by shade.

Participants and officials rotate to cooler, shaded areas. When not actively playing or between individual events, participants are able to rest in shaded areas.

### Appropriate Clothing

Staff and members representing \*\*BUSINESS NAME\*\* will provide a positive sun protection message by wearing long sleeve shirts, broad brimmed hats, sunglasses and will apply sunscreen regularly. They are encouraged to wear sunglasses that meet the Australian standard (ASNZS 1067:2016).

For the purposes of sun protection, players may choose to where long sleeved tops and long pants during \*\*BUSINESS NAME\*\* events, including sanctioned \*\*BUSINESS NAME\*\* tournaments and pennants. If players choose to wear this clothing during competitive matches they must notify the event referee or match supervisor prior to the match. The \*\*BUSINESS NAME\*\* encourages all Tennis Clubs to also adopt this policy.

SPF30 (or higher) broad-spectrum, water- resistant sunscreen is promoted and/or provided to participants. Participants are encouraged to apply sunscreen 20 minutes before training or playing and to reapply every two hours or immediately after sweating, swimming or toweling dry.

Sunscreen is stored below 30°C and replaced once it is past the use-by date.

Participants are encouraged to apply a generous amount of sunscreen (the equivalent of one teaspoon per limb).

The first aid kit includes a supply of SPF30 (or higher) broad-spectrum, water-resistant sunscreen.

Wide-brimmed or bucket hats are included as part of the on and off-field uniform (even if they can't be worn in actual play).

Caps and visors do not provide adequate sun protection to the face, ears and neck and are not recommended for extended sun protection but may be used, in combination with sunscreen on parts of skin not covered, as an interim measure for on-field play or training.

### Sun Protection Policy Information

\*\*BUSINESS NAME\*\* is aware that sun protection methods are continually being updated and improved upon and for this reason \*\*BUSINESS NAME\*\* Sun Protection Policy will be reviewed and updated annually.

NB. The highest ranked person at the Club/Tournament shall enforce the policy where necessary.

**Education and information**

The times when sun protection is required (as determined by SunSmart’s daily local sun protection times) are communicated to participants and spectators.

**Review**

This SunSmart policy will be reviewed regularly.

This policy was last updated on \*\*\*\*\*\*\*\*\*\*.

Next policy \*\*(1 year from above date)\*\*

#### Relevant documents and links

**SunSmart**: [sunsmart.com.au](http://www.sunsmart.com.au)

**SunSmart widget**: [sunsmart.com.au/uv-sun-protection/uv/uv-widget](file://C:\Users\josborne\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\LQL5154T\sunsmart.com.au\uv-sun-protection\uv\uv-widget)

[**SunSmart app**](http://www.sunsmart.com.au/resources/sunsmart-app): [sunsmart.com.au/app](http://www.sunsmart.com.au/app)

**Heat and UV Guide:**  
[sunsmart.com.au/downloads/communities/sports-clubs/uv-exposure-heat-illness-guide.pdf](http://www.sunsmart.com.au/downloads/communities/sports-clubs/uv-exposure-heat-illness-guide.pdf)

**Shade audit**:sunsmart.com.au/shade-audit/

**Australian Government Therapeutics Goods Administration (TGA) – Australian regulatory guidelines for sunscreens**: [4. Labelling and advertising – directions for use of the product](https://www.tga.gov.au/book/4-labelling-and-advertising)

**ARPANSA** [**Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation**](http://www.arpansa.gov.au/pubs/rps/rps12.pdf) **(2006)**

**Safe Work Australia**: [Guidance Note – Sun protection for outdoor workers](http://www.worksafe.vic.gov.au/info/__data/assets/pdf_file/0012/198687/WorkSafe_WSV17410108.16_FactSheet_final.pdf?ct=t(SunSmart_at_work9_23_2016)&mc_cid=e61cd5e247&mc_eid=88ecea834d) (2016)

For more information contact SunSmart:

W: [sunsmart.com.au](http://www.sunsmart.com.au/)

P: (03) 9514 6419

E: [sunsmart@cancervic.org.au](mailto:sunsmart@cancervic.org.au)

#### SMOKE FREE POLICY

## **Position Statement**

\*\*BUSINESS NAME\*\* recognises that smoke free environments protect non-smokers from the harmful effects of environmental tobacco smoke (ETS) and contribute to reducing tobacco consumption levels. \*\*BUSINESS NAME\*\* will encourage members, spectators and participants to quit smoking and discourage the uptake of smoking, in particular by young people.

\*\*BUSINESS NAME\*\* Smoke Free Policy details information on the following areas:

1. Smoke Free Environments
2. Tobacco Sales
3. Organisation Responsibilities
4. Smoke Free Policy Information

### Smoke Free Environments

The following areas of the State Tennis Centre and affiliated clubs will be smoke free at all times: (This also includes E-cigarettes)

* All indoor areas
* All playing courts
* Grandstands and outdoor seated areas

All official functions, including dinners, presentations, fund-raising, meetings and social occasions will be 100% smoke free.

**Tobacco Sales**

Tobacco products will not be sold by \*\*BUSINESS NAME\*\* or any Tennis Club affiliated members at any time.

### Organisation Responsibilities

Any person employed or representing \*\*BUSINESS NAME\*\* in any capacity will refrain from smoking whilst acting in an official capacity.

The \*\*BUSINESS NAME\*\* and all affiliated clubs/associations will be clearly signed with ‘No Smoking’ signage to make members aware of the smoke free environment.

### Smoke Free Policy Information

The \*\*BUSINESS NAME\*\* Smoke Free Policy will be reviewed and updated annually.

NB. The highest ranked person at the Club/Tournament shall enforce the policy where necessary.

#### ALCOHOL & OTHER DRUGS POLICY

## **Position Statement**

The \*\*BUSINESS NAME\*\* will actively seek to promote, encourage and support strategies to minimise the harmful effects of alcohol and drug use in the interest of health and safety to our members, employees, volunteers and spectators.

\*\*BUSINESS NAME\*\* Alcohol & Other Drugs Policy details information on the following areas:

1. Alcohol
2. Other Drugs
3. All Drugs
4. Alcohol & Other Drugs Policy Information

### Alcohol

At all \*\*BUSINESS NAME\*\* facilities and functions lower strength and non-alcoholic beverages will be available and promoted. Drinks will be served in standard size drink portions in every possible situation. Safe transport options for all \*\*BUSINESS NAME\*\* staff and affiliated members/associations will be encouraged and promoted at all times. Low-percentage and non-alcoholic choices are available at venues.

Alcohol will be served in accordance with the requirements set out in the Liquor Licensing Act 1988, and in line with the Director of Liquor Licensings Responsible Service of Alcohol Policies, these can be accessed through www.rgl.wa.gov.au.

Irresponsible promotions will be discouraged at all times including happy hours and drinking competitions. The irresponsible use of alcohol will not be glamourised or promoted at \*\*BUSINESS NAME\*\* functions or events through raffles, prizes or awards.

Food will be offered at all times when alcohol is being consumed. When young people are involved in an event, competition or training session, alcohol consumption by parents, coaches or other influential personnel will be discouraged. Active promotion of responsible alcohol consumption by all members/associations will be encouraged at all times.

Tap water will be available and free at all \*\*BUSINESS NAME\*\* and affiliated member/associations at all times. The use of plastic containers will be encouraged at all \*\*BUSINESS NAME\*\* events, training sessions and competitions.

### Other Drugs

The use of illicit and performance enhancing drugs will not be allowed, glamourised or promoted at any competition, training or event under the control of \*\*BUSINESS NAME\*\*.

For further and more in depth information please review the Tennis Australia Doping Policy. As a member association of Tennis Australia, \*\*BUSINESS NAME\*\* and our affiliated members/associations abide by and implement all of Tennis Australia’s policies.

### All Drugs

\*\*BUSINESS NAME\*\* affiliated members and personnel known to be intoxicated due to alcohol and/or other drugs will not be permitted to participate or perform in any club training, competition or events whilst in this physical state.

**Alcohol & Other Drug Policy Information**

\*\*BUSINESS NAME\*\* is aware that alcohol & other drug practices are continually being updated and improved upon and for this reason the \*\*BUSINESS NAME\*\* Alcohol & Other Drugs Policy will be reviewed and updated annually.

NB. The highest ranked person at the Club/Tournament shall enforce the policy where necessary.

#### FOOD & CATERING POLICY

## **Position Statement**

\*\*BUSINESS NAME\*\* understands and recognises the importance of good nutrition and the role it plays in maintaining and improving health. \*\*BUSINESS NAME\*\* will promote the effect that healthy eating has on all members in achieving optimal performance.

\*\*BUSINESS NAME\*\* Food & Catering Policy details information on the following areas:

1. Availability of Healthy Food
2. Training for Food Management
3. Food & Catering Policy Information

### Availability of Healthy Food

Where food is available at functions, tournaments, events and activities, healthy alternatives will be readily offered.

Healthy options includes the provision of foods low in fat, high in fibre and with substantial fruit and vegetable content.

### Training for Food Management

Every endeavour will be made to provide training in the handling and preparation of food to paid staff and volunteers who prepare food at events and competitions.

\*\*BUSINESS NAME\*\* will give preference to food companies/caterers who provide healthy alternatives.

\*\*BUSINESS NAME\*\* will endeavour not to provide members with prizes that encourage unhealthy eating.

### Food & Catering Policy Information

\*\*BUSINESS NAME\*\* is aware that food & catering research/methods are continually being updated and improved upon and for this reason the \*\*BUSINESS NAME\*\* Food and Catering Policy will be reviewed and updated annually.

NB. The highest ranked person at the Club/Tournament shall enforce the policy where necessary.

To obtain information or voice your concerns over possible breaches of \*\*BUSINESS NAME\*\* Health Policy please contact \*\* NAME\*\*:

Email

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**xx**

**HEAD COACH – \*\*BUSINESS NAME\*\***

**September 2019**