

**Bourne End Junior Sports Club – Football Section Emergency Action Plan
Bourne End Academy Astro Tuft and Grass Pitch**

For all emergency services - Dial 999 or 111

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| Club Name: | Bourne End Junior Sports Club |
| Activity: | BEJSC Training sessions and Matches |
| Venue: | Bourne End Academy, New Road, Bourne End, Bucks, SL8 5BW |

FIRST AIDER INFORMATION

Each BEJSC team should have a qualified First Aider and a First aid kit present at all Matches and training sessions.

First Aid Equipment & Facilities

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| Defibrillator: | There is no defibrillator at Bourne End Academy. <u>The nearest defibrillator is at the Bourne End Community Centre, Wakeman Road, Bourne End, Bucks, SL8 5SX.</u> The defibrillator is on the outside right-hand wall of the building facing the “The Target Room”. Details of use are shown on the defibrillator. Journey time 2 minutes – ½ mile. There is a defibrillator at Bourne End Junior Sports Club Sports Hall (next Bourne End Academy) which is situated on the wall in the main foyer of the Sports Hall. <u>Please note this defibrillator can only be accessed from within the Sports Hall building when the Sports Hall is open. Sports Hall users will have the code for the key pad to open the entrance door.</u> |
| Stretcher: | Not available. If required, would require an ambulance to attend. |
| Ambulance: | Call emergency services, if required. |
| Location of venue: | Bourne End Academy, New Road, Bourne End, Bucks, SL8 5BW (This is a Non-Smoking/Vaping venue and no dogs are allowed on site). |
| Ambulance access to venue: | For entry to Bourne End Academy Astro Turf drive straight down after entering from New Road (next to Bourne End Academy). A Team Manager/Coach/Nominated person is to wait outside the entrance to Bourne End Academy for the arrival of ambulance and direct them to the injured party. |
| Sports Hall to Ambulance | Across the BEJSC car park, but assisted by BEJSC Officials. |
| Reporting Incident: | If a parent or guardian of an injured player is not present, contact them immediately. After the incident, it should be noted in the Age group’s First Aid Accident book (included in First Aid kit). Also, the BEJSC Accident form (see below) is to be completed. |

Nearest Hospitals

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| Nearest A&E Hospital to Bourne End Academy | Wexham Park Hospital, Wexham Park, Slough, Berkshire, SL2 4HL. Telephone Numbers: A & E Reception: 0300 615 4017 A & E Majors: 0300 615 3909 General Switchboard: 0300 614 5000 Journey Time: 20 - 25 minutes – 11 miles |
| Nearest A & E Hospital to Bourne End Academy | Stoke Mandeville Hospital, Mandeville Road, Aylesbury, Buckinghamshire, HP21 8AL. Tel No: 01296 315000. Journey Time: 40 - 50minutes – 22 miles |
| Nearest Urgent Treatment Centre (Minor Injuries) to Bourne End Academy | Wycombe Hospital, Urgent Treatment Centre (UTC), Queen Alexandra Road, High Wycombe, Bucks, HP11 2TT. (8am to 8pm) - Tel No: 01296 315000. Nearest entrance/car park: 2 – Orange Zone PFI wing – CP B. Journey Time: 15 - 20 minutes – 7 miles. |



BEJSC Accident Report Form

To be completed as soon as possible after the accident.

(The accident should be noted in the Age group Accident book, as well as completing this form. Please email it to the Club - office@bejsc.co.uk and copy Club Secretary – football@bejsc.co.uk

Name of person completing form

Site where incident/accident took place

Date and time of incident/accident

Name of Injured Person

Age if under 18 years

Address:
Telephone No:

Details of Accident/Injury – What happened?

Action taken and treatment given

Name of person reporting accident/incident and date

Signed – by a witness (could be the person involved)

Office Use Only

Report Received by Date

Any Follow Up Action Required?

Please email or send the completed form to BEJSC office (office@bejsc.co.uk) and to Football Section Secretary – football@bejsc.co.uk