



Guidelines for dealing with an incident/accident

Definitions

UKA have the following definitions:

- **Accident:** Event resulting in injury/ illness
- **Incident:** Event in which no injury/illness but has potential to (near miss)
- **Fatality:** Event resulting in death

KR regard an **Incident** as any untoward event during an activity (e.g. getting lost, group separated etc).

KR regard accidents as either **Minor** (e.g. cut, grazes etc) or **Catastrophic** (e.g. Cardiac arrest/ broken bones)

In Event of an Accident

- Stay calm & bring run to a halt
- First check that you and the casualty are not in any danger, make the situation safe if possible
- Ensure injured person is not left unattended

Dealing with Rest of the Group

- Bring group to a halt and ask for help as required, ensure group are in a safe location
- Do best to avoid group separating
- When satisfied injured runner dealt with may decide to:
 - o Continue with run, providing there is a run leader
 - o Abandon the run and group returns to club

Depending on severity of accident:

- Dial 999 or 112 for an ambulance when it's safe to do so (Catastrophic Accident)
- Check for ICE details and inform the contact (Catastrophic and maybe Minor)
- Contact a first aider for assistance/ carry out first aid to extent of your capability
- Arrange for injured person to be taken to hospital/home/club, if unable to continue
- Contact Captain /Chair/Membership Secretary to obtain ICE details if not on runner

Incident Guidelines

- Keep group together
- If separated, try to contact via mobiles (e.g. with tail runner, via Captain if necessary)
- Stay calm, run leader should take leadership and take appropriate action
- If necessary, call Captain/Chair or Membership Sec for phone numbers or advice

Reporting

- Accidents to be reported to the Captain as soon as practical
- Incidents to be reported to the Captain on completion of the run
- Further reporting via UKA procedures may be required
- Basic information to report: - Who was injured?
- When (date & time)
- Where (location)
- What (nature of injury/ how caused)
- Action Taken (e.g. First Aid, 999 etc) Reported by (name)

Reviewed and approved: 1st June 2023 at Committee Meeting