



BAYSIDE & DISTRICT  
NETBALL ASSOCIATION INC.

## **4.0 First Aid Policy**

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### **4.1 Context and Aim**

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The purpose of the First Aid Policy is to provide clear and practical guidelines, procedures and responsibilities for the provision and implementation of effective First Aid at all Bayside & District Netball Association's sanctioned events.

The health and safety of our community is paramount and BDNA are committed to providing consistent and effective initial assessment, treatment and management wherever needed. In the event that first aid is required, all members should understand and adhere to the procedures and processes outlined in this policy.

- To reinforce the first aid procedures and processes expected at BDNA
- To outline the role of the BDNA in providing adequate first aid to members.
- To provide a safe and supportive environment for our members.
- To ensure that all incidents requiring first aid are reported in a timely manner, by appropriate personnel.
- To ensure that reported incidents are followed up appropriately and in a timely manner
- To ensure full compliance with Netball Victoria's First Aid Policies and Procedures

It is intended that this document be reviewed on an annual basis, to ensure that it continues to comply with legislative requirements, Netball Victoria's policy and to ensure it meets the first aid needs of all involved

### **4.2 Scope**

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This policy applies to all Bayside & District Netball Association members and participants, including athletes, officials, parents, volunteers, staff, umpires and spectators. It covers all Bayside & District Netball Association sanctioned events.

### **4.3 Compliance –**

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#### [Netball Victoria First Aid Policy](#)

Bayside & District Netball Association Inc Policy Manual

(Date Jan 2024 – Review Jan 2025)



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## [Netball Victoria's Injury Reporting](#)

This policy ensures compliance and support of Netball Victoria's First Aid Policy, Concussion Management Policy and Injury Reporting Form via Netball Connect

### 4.4 Communication

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The Policy will be communicated to all delegates and will be available on the website.

### 4.5 First Aid Officer

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To manage any injuries that may occur a Level 3 First Aid Officer will be on site for all sanctioned events. BDNA has a duty of care to respond appropriately in the case of an injury/illness/ emergency to mitigate the risk of loss, damage or liability, however this does not imply Association personnel need to be experts.

BDNA will ensure that first aid personnel have current and appropriate First Aid Qualifications.

If a person requires first aid treatment, the nearest First Aid Officer must be contacted and they will attend to the injured or ill person and provide assistance that they consider the most appropriate.

It is a requirement that once the First Aid Officer attends an incident that interference from spectators is minimised and assistance only provided when specifically requested for or agreed to by the First Aid Officer.

Where an injury or illness is of a more serious nature and requires the person to be referred to a doctor or taken to hospital, the First Aid Officer will determine the appropriate transport, including ringing an ambulance and ensuring the emergency access is accessible, if deemed necessary.

### 4.6 First Aid Room

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BDNA provides a designated room or area for the treatment of injuries (First Aid Room) . The First Aid Room treatment area should:



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- Be located in a position that allows access for ambulance personal & equipment.
- Provide privacy for person being treated.
- Have access to hot & cold water.
- Provide a bed/couch/chairs, pillow and blankets for treatment of injured participant.
- The room or area should be kept clean and easily accessible at all times.
- Once a patient attends the First Aid Room for treatment only the First Aid Officer and the patient's parents/or carer are to be in the First Aid Room.

To manage any injuries that may occur, it is important that the First Aid Room is well maintained and stocked according to [Basic First Aid Checklist](#) from Health Direct . A supply of ice should at all times be available. The First Aid Officer is responsible for the maintenance of the First Aid Supplies. An inventory should be completed on a weekly basis.

Emergency phone numbers - Ambulance, Doctor, Physiotherapist, Health Clinic and Police and an Emergency Procedure Plan should be displayed in the First Aid Room.

All prescription medications and products such as Ventolin, Panadol or aspirin, antifungal creams and powders, antibiotic creams and ointments, anti-inflammatory tablets and sunscreen should be supplied by the individual participant. ??

#### 4.7 Injury Reporting

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It is important BDNA record any injury sustained during training or competition. Information recorded should be in accordance with [Netball Victoria's Injury Reporting Form](#) via Netball Connect . :

- The name of the injured person
- The date and time of injury
- The date and time of treatment
- Name of the person giving treatment
- Brief summary of treatment
- Brief note on cause of injury

In the event an injury form is completed the First Aid Officer will follow up the member/members parents via phone call or email within 7 days of the injury. The First



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Aid Officer will assess the status of the injury, add to the report if required and provide any assistance or guidance required for insurance purposes.

#### 4.8 Pregnancy

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BDNA supports and abides by the both the Australian Sports Commission / Sports Medicine Australia Pregnancy & Netball Report and the Pregnancy Policy by Netball Victoria and Netball Australia, in which the following statement is provided:

*“Netball Australia is committed to providing a safe and enjoyable environment for all of its members, including pregnant players. Netball Australia (and thereby Netball Victoria) encourages all pregnant players to discuss their decision to continue playing during pregnancy with their medical practitioner.”*

#### 4.9 For Further Information

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Netball Victoria Risk Management & Insurance

<https://vic.netball.com.au/risk-management-and-insurance>

Sports Medicine Australia [www.sma.org.au](http://www.sma.org.au)

Health Direct <https://www.healthdirect.gov.au/first-aid-kits>



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