

POLLOK FOOTBALL CLUB

Governance Document GD8 Issue 1.1.

Distribution: Pollok FC website



SAFETY POLICY

INTRODUCTION

Pollok Football Club (“the Club”) is a member of the West of Scotland Football League and the Scottish Football Association. All home matches are played at the Club’s ground at Newlandsfield Park, Glasgow G43 2XR (“the Ground”)

This Safety Policy supports one of the Principal Objectives of Pollok FC, ie “To provide a safe and pleasant environment to watch football”. To this end, the Office Bearers and Committee members of Pollok FC are wholly committed to ensuring that the facilities, environment and match day experience at Newlandsfield Park are made as safe as reasonably possible for all spectators, Club guests, match officials and the players and representatives of both Pollok FC and visiting match opponents.

1. Responsibilities for Safety

The ultimate responsibility for safety matters at the Club rests with the Club President.

The Vice President is the Club Match Day Supervisor and the Club Safety Officer. As such, the Vice President is at the top of the chain of command as regards match day operations. Responsibilities for the following operations are delegated to other members of the Club Committee.

- Pay gate operations
- Other sales / revenue operations (eg match programme, half-time draw, merchandise)
- Catering operations
- Pitch maintenance

This enables the Vice President to focus on aspects which directly affect the safety of all those in the Ground. Hence, the Vice President is in direct charge of the stewards.

If the Vice President is unavailable to fulfil these responsibilities on a given day, then the role of Match Day Supervisor and Club Safety Officer will be delegated to another member of the Committee.

The aim of the Office Bearers is to promote a safety culture at the Club, where everyone who has assigned responsibilities and duties has an obligation to conduct these operations in as safe a manner as reasonably possible.

2. Spectator Management

2.1 Entry of Spectators

The Club normally operates three pay gates located in Newburgh St and a Members gate adjacent to the Club Pavilion in Newlandsfield Rd. Two additional gates can be deployed, if required by the size of the anticipated attendance, to enable spectator entry in a timely but orderly manner. All spectators, except members, are provided with a numbered admission ticket. Members are counted into the Ground using a counting device. Thus, the number of spectators in the Ground at any given time can be determined.

If the anticipated attendance is expected to be close to the current ground capacity, then the Club may operate advance ticket sales to ensure that the capacity is not exceeded.

Stewards are assigned to the entry gates to support the enforcement of the Ground Regulations (document ref GD6), including the ban on alcohol and prohibited objects.

2.2 Deployment of Stewards

The number of stewards deployed for a given match is determined by a combination of (i) the anticipated attendance and (ii) the level of risk of spectator disorder from the visiting spectators.

The Club stewards are normally Club officials and other volunteers authorised by the Club Safety officer. These resources can be augmented by the use of third-party stewards from a professional stewarding organisation, particularly if the need for personal searches of incoming spectators is anticipated. In exceptional circumstances, the Club will request the support of Police Scotland resources for stewarding and spectator control purposes.

The main responsibilities of the stewards are -

- To control, direct, or assist spectators as they enter or leave the Ground and to regulate the flow of spectators within the Ground itself.
- To monitor the conduct of spectators generally and to enforce the Club Ground Regulations.
- To monitor key points within the Ground, particularly unlocked exit gates.
- To support safe entry to, and exit from, the field of play by all players, coaching staff and match officials via the controlled gate to the Pavilion.
- To be familiar with the actions to be taken, under the direction of the Safety Officer or the emergency services, in various emergency situations covered by the Club Contingency Plan (see below).

2.3 Exit of Spectators

The exits from the Ground are clearly sign-posted. Assistance to exit the Ground can be provided by the stewards or Club officials if required.

Additional guidance for spectators regarding exiting the Ground can be provided via the Club PA system if required.

3. Contingency Plan

The Club operates and maintains a Contingency Plan (document ref GD7) which describes the actions to be taken for various emergency scenarios, including the complete evacuation of the Ground.

In common with all other Club policies and procedures, the Contingency Plan will be reviewed at least annually by the Club Office Bearers. However, the Contingency Plan can be updated at any time, if required to support the prevention of any safety incident or risk issue re-occurring.

4. Medical and First Aid Provision

The Club Medical Plan (document ref GD14) details the medical facilities and first aid equipment which are available to deploy on match days. Several Club officials, the Physiotherapist, and members of the Coaching staff have undertaken first aid training to support the Medical Plan. The medical treatment room for spectators is located within the Club pavilion.

Included within the list of Club first aid equipment is a defibrillator (AED) which is available at home and away match days, and at First Team training sessions.

5. Ground Inspections

Periodic inspections of the Ground, including all buildings within the Ground, will be conducted with the aim of minimising any unacceptable safety risks. These inspections will be conducted by the Club Safety Officer and other Club officials. If required, the Club will engage specialist expertise to support specific inspection aspects.

Damage to structures within the Ground will be reported and addressed in accordance with the Club Contingency Plan (document ref GD7). Other risks will be reported via the Club Incident Reporting Procedure (document ref GD12) and addressed accordingly.

6. Communication of the Policy

All Club Committee members and other staff, including the playing staff are provided with a copy of this Safety Policy. Also, a copy is available for public viewing on the Club website www.pollokfc.com.

7. Incident Reporting and Policy Review

The Club has introduced a formal Incident Reporting Procedure (document ref GD12) to log any reported (i) safety related incidents which have occurred or (ii) risk issues which may lead

to the occurrence of a safety related incident. The Club encourages anyone to report any such issues to the Club Safety Officer as soon as possible.

On match days, the Club Safety Officer can be contacted urgently, either directly or via one of the Stewards or a Club Committee member, to report an incident or risk issue which requires immediate attention.

Issues of a less urgent nature can be reported to the Club at the email address info@pollokfc.com. All reported incidents will be addressed by the Club Safety Officer. Progress will be reviewed at the regular Committee meetings to ensure that all Incident Reports are formally closed off with containment and remedial actions taken. Recommended actions to prevent recurrence of the issue will also be recorded in each report.

Any broader safety issues which require a change to any operating procedures or policies will be addressed at the Committee meetings. Actions will be assigned to resolve these issues as soon as possible.

This document will be reviewed at least annually by the Club Office Bearers to maintain the satisfactory effectiveness of the Safety Policy. However, the Safety Policy can be reviewed and updated at any time, if required to support the prevention of any safety incident or risk issue re-occurring.

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