



**SAFETY POLICY FOR  
SPECTATORS  
KINGSHOLM  
GLOUCESTER  
GL1 3AX**

## **SAFETY POLICY FOR SPECTATORS**

This Safety Policy Statement for Gloucester Rugby Ltd (hereafter known as GR) has been issued under the provision of the Safety at Sports Grounds Act 1975 and the 'Guide to Safety at Sports Grounds', commonly known as the 'Green Guide'

The Directors of GR have made clear their intention to adopt, where applicable and so far as is reasonably practicable, the standards, guidelines and regulations detailed in the Guide and Act. They fully accept their responsibility for the safety of spectators and shall take all reasonable steps and co-ordinate with all emergency and local authority services to maximise the effectiveness of the adopted safety procedure.

The Directors will actively promote a culture of safety awareness amongst the management and staff, and encourage input from both employees and spectators.

The statement consists of the following three sections:

Section 1 - General Policy

Section 2 - Allocation of Responsibility within GR

Section 3 - Safety Objectives

### **SECTION 1 – GENERAL POLICY**

#### **Person(s) with Overall Responsibility**

- 1.1 Overall and final responsibility for safety within the curtilage of GR, Kingsholm, Gloucester, GL1 3AX, lies with Mr Lance Bradley, Chief Executive Officer.

#### **Safe Facilities**

- 1.2 It is the policy of GR to make and keep safe the Ground and facilities to which spectators are admitted.

#### **Safety Staff and Systems**

- 1.3 Similarly, it is the responsibility of GR to provide competent staff and safety management systems for the safe admission, accommodation and exit of spectators. A 'GR Operations and Contingency Plan' will detail emergency procedures to be implemented.
- 1.4 There is a duty on all GR employees to ensure, as far as they are able, that all activities which take place at the Ground are conducted in such a way that, as far as is reasonably practicable, the safety of everyone is assured.

### **SECTION 2 – ALLOCATION OF RESPONSIBILITY WITHIN GR**

#### **Person with Overall and Final Safety Responsibility**

- 2.1 The, Chief Executive Officer, has been nominated by the GR Board of Directors to ensure that this Safety Policy is implemented.

#### **Safety Responsibilities**

- 2.2 The GR Match Day Safety Officer, will be responsible for compiling, managing and implementing GR match day safety policies and procedures. He will also contribute to the 'GR Health and Safety Policy', which must work in conjunction with this policy and the 'GR Operations and Contingency Plan.
- 2.3 The GR Operations Manager, will be responsible for instigating, supervising and undertaking day-to-day safety requirements such as structural and electrical installation testing and maintenance of records. On non-match days he will be responsible for safety of all employees

and members of the public using the Ground/complex under the provisions of Health and Safety at Work Act etc 1974. In the absence of the Operations Manager, Helen Grayer, Operations Co-Ordinator will be assigned to take responsibilities and relevant appointments briefed accordingly.

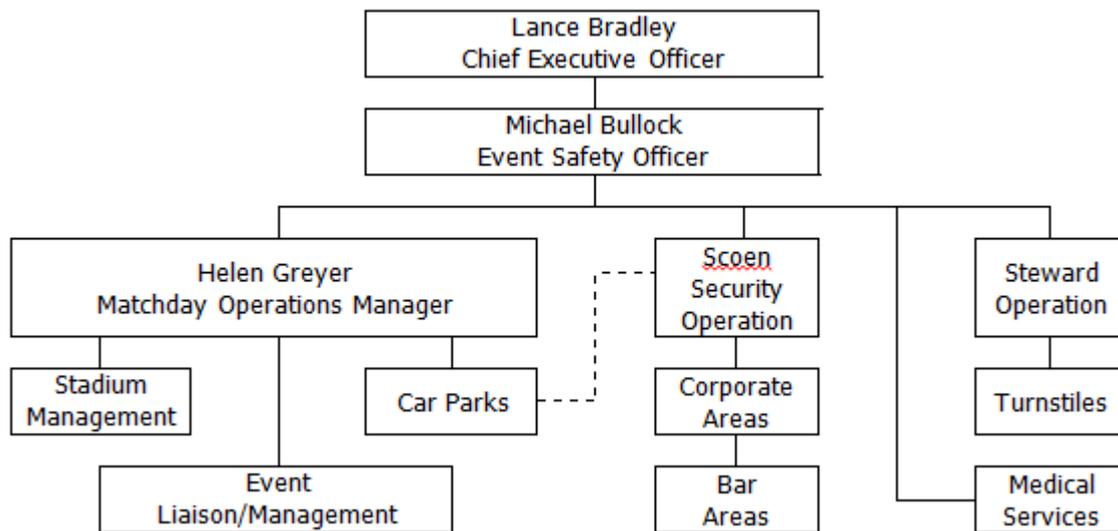
**Person with Match Day Safety Responsibility**

2.4 The GR Match Day Safety Officer has operational responsibility for safety of spectators on match days and will be known as the Safety Officer. A job description detailing the Safety Officer’s responsibilities will be issued and regularly reviewed by the Chief Executive Officer.

**Deputy to Person with Match Day Responsibilities**

2.5 In the absence of the regular Safety Officer, Mr Darren Price, GR Head Steward, will deputise to undertake match day safety responsibilities.

2.6 The following management structure will apply for a Match Day Operation:



**Promulgation and Monitoring of Safety Policy**

2.7 GR Directors are mindful of their responsibilities in respect of the Guide/Act and will, so far as is reasonable practicable, safeguard the health, safety and welfare of its employees and others who may be affected by GR activities.

2.8 The Chief Executive Officer, supported by the Operations Manager and Safety Officer, will consult with employees on day-to-day health and safety issues and continuously review match day safety procedures.

**Safety Policy Review**

2.9 The Chief Executive Officer will ensure that, in consultation with the Safety Officer, in parallel with the Ground Safety Certificate requirements, an annual review or earlier if circumstances dictate, will be undertaken in respect of safety policies, changing work or environment risks or performance evaluations.

2.10 Furthermore, the Chief Executive Officer will, following an incident or accident, initiate a review of health and safety procedures record the findings, action(s) taken and implement improvements. If necessary, he will submit a report to the relevant authority.

## **SECTION 3 – SAFETY OBJECTIVES**

### **Organisation/Structure for Implementing Safety**

- 3.1 On non-match days the Chief Executive Officer will delegate responsibility for all matters relating to health and safety, structural, electrical and installations, to the Operations Manager. Section 2 Paragraph 2.3 refers.
- 3.2 Matters relating to control and safety of vehicular, pedestrians, employees and other ingress/egress movements within the ground on match days will be the responsibility of the Safety Officer.
- 3.3 On Match Days individual managers and supervisors will be responsible for ensuring that all staff are briefed regarding their responsibilities under the Health and Safety at Work etc Act 1974 and the requirements of the GR Operations and Contingency Plan. Advice on match day safety procedures can be sought from staff in Match Control.

### **Crowd Management**

- 3.4 GR has a responsibility to ensure that all spectators attending the Ground are safely managed before entering, during their presence in and on leaving the Stadium, whether under normal conditions or in an emergency.
- 3.5 These objectives will be achieved by the effective monitoring of crowd ingress/egress, the publication of information in programmes, safety signs, the provision and deployment of stewards in accordance with the requirements of the Green Guide. The employment of a suitably qualified Safety Officer to take responsibility for the safety at the Ground and able to authorise and supervise safety measures. GR Ground Regulations, including suitable detail regarding safety matters, will be clearly displayed at all entry points. The commentator will broadcast over the public address system a pre-match safety message and have access to additional messages as directed by the Safety Officer.

### **Stewarding**

- 3.6 Sufficient stewards will be employed to effectively prevent overcrowding, help disperse spectators in such a way as to reduce crowd pressure and provide the means to investigate report and take expedient action in an emergency situation. Staffing levels and stewarding requirements will vary depending upon the size and configuration of an anticipated match day attendance.
- 3.7 Stewards will be:
  - a. Not less than 18 years old with the upper age limit being at the Safety Officers and Head Stewards discretion;
  - b. Recruited from both sexes;
  - c. Paid appointments;
  - d. In receipt of properly documented training;
  - e. Fully appraised and capable of dealing with the duties allocated to them;
  - f. Dressed in an agreed distinctive uniform and comply with a steward's dress code;
  - g. In possession of a 'Stewards Handbook' detailing 'Ground Regulations', emergency actions, management structure, communications and other safety information.

### **Inspections and Safety Reviews**

- 3.8 GR's objective is to ensure that the Ground is safe for spectators. To achieve this, a system of routine inspections, internal safety reviews, electrical testing and structural examinations will operate in conjunction with the requirement of the Safety Certificate. Completed records will be maintained and available for inspection as required.

## Communications

- 3.9 In order to maintain satisfactory communication channels between GR staff, support agencies e.g. Ambulance Service, St John Ambulance and spectators, a clear objective is essential. This will be achieved by regular liaison, communication testing, pre and post-match meetings and staff training involving all interested parties. Stewards and staff will be briefed how report safety issues or incidents.

## Fire Precautions

- 3.10 There is a risk from fire at every match. In consultation with Gloucestershire Fire and Rescue Service, an annual fire inspection will be carried out to identify the nature, level and significance of risk of fire. Findings will be assessed and appropriate measures taken to reduce the risk. A Match Day Fire Risk Assessment will be supported by a GR Fire Risk Assessment and appropriate safety procedural documents.
- 3.11 A fire detection system will be maintained in all permanent structures, supported by weekly documented tests. Employees will be briefed on evacuation procedures and receive fire prevention training.

## First Aid/Medical Provision

- 3.12 Appropriate first aid and contingency medical provision will be available at matches to comply with the requirements of the Green Guide.

## Contingency Plans

- 3.13 In consultation with all the emergency services a 'GR Operations and Contingency Plan' will detail the actions and responsibilities of members of GR staff to ensure that cohesive action is taken for incidents which may occur.

## Maintenance of Records

- 3.14 It is the responsibility of GR to keep records of all inspections and tests undertaken in compliance with The Safety of Sports Grounds Act 1975 together with a record of remedial action.

## Approval

- 3.15 The GR Board of Directors has approved this policy in respect of spectator safety.



**Signature:**

**Print name:**

**Mr. Lance Bradley**

**Appointment:**  
**DISTRIBUTION:**

**GR Ltd Chief Executive Officer**

**Dated: 1<sup>st</sup> Oct. 2019**

**Internal:** Chairman, Chief Executive Officer, Operations Manager, Safety Officer, Deputy Safety Officer, Stadium Manager, Head Steward

**External:** Gloucester City Council – Chair of the Safety Advisory Group