

Health and Safety Officer (Officer for Health and Safety) Roles and Responsibilities

All DAC Office Bearer/Executive and Committee Members must:

- At all times work to uphold and implement the Objects of DAC as outlined in Section 3 of the Constitution.
- Model and implement ideal conduct as defined by the Constitution and the *DAC Behavioural and Guidelines and Codes of Conduct*.
- Attend committee meetings on a regular basis and complete actions delegated at these meetings.
- Provide Working With Children Check details to the Member Protection Information Officer.

Specific responsibilities

The Health and Safety Officer shall:

- I. Have an accredited certificate in first aid or above.
- II. Maintain a first aid kit adequate to treat first aid for injuries at the Centre.
- III. Be on call at the Centre competition meetings, or delegate such attendance to a suitably qualified person, to attend to any injuries or illness sustained by athletes, officials or spectators.
- IV. List any injuries in the First Aid Register and forward this list to LANSW at the end of the summer season.
- V. Notify the parent or guardian of any injured athlete immediately.
- VI. Advise the Committee as soon as reasonably practicable of any serious injury that may occur.
- VII. Assist the Executive and Officer for Equipment with an annual inspection and risk assessment.
- VIII. Complete venue risk inspections and assessments prior to each competition conducted by the Centre.
- IX. Ensure compliance with all LANSW risk management policies.
- X. In conjunction with the Officer for Track and Field determine whether events will be cancelled, replaced or run in a different sequence in the event of inclement or exceptionally hot or unusual conditions.