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## Safe Practice Policy

### Introduction

The Wing Chun Collective is committed to providing a safe and supportive environment for all students, instructors, and visitors. This Safe Practice Policy outlines the guidelines and procedures to ensure the safety and well-being of everyone involved in The Wing Chun Collectives classes.

Our commitment to safety ensures that all participants can enjoy the physical and mental benefits of martial arts training while minimizing risks.

### General Safety Guidelines

#### Facility Safety

- Ensure all training areas are clean, well-lit, and free from hazards.
- Regularly inspect equipment for wear and damage, and repair or replace as necessary.
- Maintain clear emergency exits and ensure all staff are familiar with emergency procedures.

#### Health and Hygiene

- Encourage good personal hygiene among students and instructors.
- Provide hand sanitizers and encourage their use before and after training sessions.
- Ensure regular cleaning and disinfecting of mats and equipment.

#### First Aid

- Keep a well-stocked first aid kit accessible in the training area.
- Ensure at least one instructor with first aid training is present during all classes.
- Maintain a record of any injuries and the treatment provided.

### Instructor Responsibilities

#### Qualifications and Training

- All instructors must hold relevant qualifications and certifications to teach.
- Instructors should undergo regular training to stay updated on the latest safety practices and techniques.

#### Supervision

- Maintain appropriate instructor-to-student ratios to ensure effective supervision.
- Provide additional support for beginners and younger students as needed.

#### Conduct

- Instructors must always model respectful and professional behaviour.
- Physical contact should be appropriate, respectful, and necessary for instruction.



## Student Safety

### Pre-Class Health Check

- Students should inform instructors of any pre-existing injuries or health conditions.
- Perform a brief warm-up and stretching routine at the beginning of each class to prevent injuries.

### Protective Gear

- Ensure students wear appropriate protective gear, such as mouthguards, headgear, and shin guards, during contact drills.
- Regularly check that protective gear fits properly and is in good condition.

### Training Intensity

- Adjust the intensity of training to match the skill level and physical condition of each student.
- Encourage students to listen to their bodies and rest if they experience pain or discomfort.

## Safeguarding Children and Vulnerable Adults

### Child Protection

- All Wing Chun Collective instructors working with children must undergo enhanced DBS checks.
- Follow the UK government's guidelines for safeguarding children, including reporting any concerns to the designated safeguarding lead.

### Code of Conduct for Students

- Implement a code of conduct for students that promotes respect, discipline, and sportsmanship.
- Address any incidents of bullying or inappropriate behaviour promptly and effectively.

## Emergency Procedures

### Fire Safety

- Conduct regular fire drills and ensure all instructors and students are aware of the fire evacuation plan.
- Keep fire extinguishers accessible and ensure instructors know how to use them.

### Medical Emergencies

- Have a clear procedure for dealing with medical emergencies, including contacting emergency services and notifying parents or guardians.

### Incident Reporting

- Maintain an incident log to record any accidents, injuries, or near misses.
- Review incidents regularly to identify any patterns or areas for improvement in safety practices.

## Communication and Review

### Communication

- Ensure all students and parents/guardians are aware of the Safe Practice Policy and understand its importance.
- Provide regular updates and reminders about safety practices.

### Policy Review

- Review the Safe Practice Policy annually to ensure it remains current and effective.
- Seek feedback from students, parents, and instructors to identify any areas for improvement.