



GYMNASTICS CLUBS ON REPORTING TO HSE (RIDDOR) POLICY

Version 1.0



Version History

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Introduction

The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) is essential for maintaining health and safety standards in the UK. This document serves as a guide for gymnastics clubs to understand when and how to report incidents under RIDDOR, ensuring compliance and enhancing safety for all participants.

What is RIDDOR?

RIDDOR requires employers and those in control of work premises to report specific types of work-related incidents to the Health and Safety Executive (HSE) or local authorities. The primary aim is to help prevent further incidents by analysing data and trends related to workplace injuries and illnesses.

When to Report Under RIDDOR

- Gymnastics clubs must report the following incidents:
- Fatalities: Any work-related death must be reported immediately.
- Specified Injuries to Workers: These injuries include:
 - Fractures (other than fingers, thumbs, or toes)
 - Amputation of a limb
 - Loss of sight
 - Serious burns
 - Any injury that leads to a worker being incapacitated for more than seven days
- Injuries to Non-Workers: If a member of the public or a non-worker is injured and requires hospital treatment as a result of an incident related to club activities, this must also be reported.
- Over-Seven-Day Injuries: If a worker is unable to perform their normal duties for more than seven consecutive days (not counting the day of the accident), this should be reported within 15 days.
- Dangerous Occurrences: Certain near-miss incidents that have the potential to cause serious harm must be reported. These include equipment failures or structural collapses.



Reporting Procedure

- Immediate Action: For fatalities or specified injuries, report the incident as soon as possible, preferably within 10 days.
- Online Reporting: Use the HSE's online form for reporting. For detailed instructions, visit the HSE website.
- Documentation: Maintain a record of all incidents, including dates, nature of injuries, and any actions taken. This will assist in future reporting and in identifying patterns for preventive measures.
- Responsible Person: Ensure that a designated individual (such as a club manager or safety officer) is responsible for RIDDOR reporting. This person should be familiar with the regulations and the reporting process.

Additional Resources

- HSE RIDDOR Guidance: For comprehensive details about reportable incidents, visit the HSE's official RIDDOR page: [HSE RIDDOR Guidance](#).
- Training and Support: Consider training sessions for staff on health and safety regulations, including RIDDOR reporting requirements. This ensures that everyone understands their responsibilities and the importance of maintaining a safe environment

Conclusion

Understanding and adhering to RIDDOR reporting requirements is crucial for the safety and well-being of all participants in gymnastics clubs. By following this guidance, clubs can ensure compliance with regulations and foster a culture of safety.