



## SOUTH AUSTRALIAN CLAY TARGET ASSOCIATION Inc

### POLICY RE FIRST AID EQUIPMENT AND PERSONNEL AT SACTA AFFILIATED CLUBS

#### POLICY No. 6

#### PROCEDURE

There are 22 clubs that are affiliated with the South Australian Clay Target Association (SACTA) Inc. SACTA is affiliated with the Australian Clay Target Association Inc.

All clubs that are affiliated with the ACTA have insurances provided by a cover for the whole organisation.

A requirement of the ACTA insurance policy is that there should be a suitably trained person in attendance at all times when a Clay Target facility is in use. The relevant section of the Insurance Claims manual is identified below:

#### **INJURY CARE**

*Clubs should always be in a position to provide an appropriate first aid response to an injured person.*

*In preparation, the following actions should be taken:*

*there are adequate numbers of trained first aid people at the club*

*an appropriate number of first aid kits which comply with [First Aid] regulations in your state.*

*to ensure injured people are dealt with expeditiously, the local ambulance service should be made aware of the best points of access to the club and ranges. As well provision should always be made for members of the range staff to meet the ambulance at the appropriate entry.*

*Once notified of an incident, range staff should:*

*dispatch a first aid person to the site.*

- based on the knowledge of the first aid person and/or the injured person, an ambulance may be called.(000)*
- the first aid person should enter the details in an injury register and report the incident through the usual incident reporting procedures.*

To ensure compliance with the requirements of the ACTA insurance, all clubs shall ensure that when the club is open, a trained first aid member should be in attendance and a first aid kit that complies with the attached list is available, and accessible.

## **REFERENCE**

Australian Clay Target Association – Insurance Claims Manual

AON Insurance Manual. Refer to ACTA Executive Officer for further information.

## **AUTHORITY**

### **SACTA Executive**

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