



Injury/Illness Prevention Policy

1 Introduction

The Wodonga Basketball Association (WBA) recognises the importance of injury prevention in protecting the health and safety of all athletes, coaches, officials and spectators, as well as others involved in the sport. Protection from sports injuries cannot be guaranteed but there are several strategies that the WBA will enforce to minimise the risk of injury and increase the enjoyment of participation in basketball.

2 Principles

2.1 Prevention

The WBA is committed to actively implementing practices and strategies to reduce the risk of injury through:

- Adherence to the Basketball Victoria Participants' Protection By-laws which covers first aid, climate policy, pregnancy, infectious diseases and general safety.
- Encouraging warm up and cool down activities for athletes and referees at training sessions and competitions.
- Providing access to free drinking water
- Encouraging the use of injury prevention equipment if required (e.g. strapping)
- Provision of suitably qualified referees to enforce rules and fair play on the court
- Provision of free domestic coaching sessions to encourage juniors to learn correct passing, jumping, landing and shooting techniques which minimize stress and strain on the body
- Provision of modified rules for beginner age groups to account for physical maturity and skill level

2.2 First Aid

In every instance, first aid/emergency assistance is a means of supporting player health and safety, while awaiting professional medical assistance.

Coaches and team managers should not be involved in the general management of pre-existing or ongoing medical conditions

It is the responsibility of parents/guardians to ensure that players do not play or train if they have known medical conditions for which the playing/training of basketball would potentially be of further detriment to the player's health. Coaches/team managers have the right to refuse to play or train a player who may fall into this category.

The Wodonga Sports and Leisure Centre (WSLC) has first aid equipment, and first aid trained Duty Manager and other CPR/first aid trained staff in attendance at all times. Where a person is injured or ill at the WSLC and first aid is required (including the application of ice), the Duty

Manager and / or member of staff should be contacted immediately. The WSLC will require the injured party to provide details for their injury register.

For training, competitions or other WBA activities held at venues other than the WSLC:

- Main stadiums in other Basketball Victoria affiliated associations may have first aid trained staff available to assist in the case of an injury / illness.
- Training and resources will be provided to coaches and team managers to enable them to provide rudimentary first aid effectively in the event of accident or injury to players where a qualified first aid attendant is not available. This assistance will normally be confined to injuries involving minor soft tissue, potential concussion and minor blood letting. Injuries of a more serious nature will require the attendance of a suitably qualified para-medical or medical practitioner.
- All coaches and team managers have a duty of care to players to provide assistance when required, including calling on qualified assistance when necessary as set out in this policy. Where practicable, the consent of a parent / guardian should be sought prior to administering any first aid.
- The stadium supervisor, coach or team manager should ensure that all injury / illness incidents are recorded on the form provided in appendix D of this policy.

3 Coaches' and Team Managers' Responsibilities

- 3.1 The WBA will ensure that all coaches and team managers are made aware of rudimentary first aid procedures through access to this policy – see appendices A, B and C.
- 3.2 If a player becomes unwell during training, the team manager and / or coach will arrange for the player to be cared for until a parent or suitable guardian is able to reach the venue and assume responsibility for care, or until transfer to hospital is available.
- 3.3 In cases of illness or injury, the following guidelines will apply:
 - In response to an unconscious player an ambulance should be called immediately
 - In response to a head or neck injury, the player should not be moved
 - Undertake any process necessary to protect life and limb within the limits of expertise and experience
 - Protect the player from further injury
 - Protect others, if necessary, from injury
 - Summon suitably qualified personnel or call an ambulance as soon as it is practicable
 - Remain with the ill or injured player except when necessary to obtain assistance
 - Assist as necessary with arrangements for ambulance transfer, attendance by a medical practitioner or other care
 - Take steps to prevent a player with a serious injury from eating or drinking anything, as this may delay anaesthesia if required
 - Notify the WBA President, Secretary or Junior Representative Coordinator as appropriate at the earliest possible opportunity
 - Assist as necessary to notify the player's parents

4 Parent Responsibilities

- 4.1 The WBA rely on parents to provide up to date information and medical details associated with medical conditions or medications being taken which may impact on their child's ability to play or train or which the coach should be aware of.
- 4.2 The WBA will inform coaches and team managers of all relevant information received from parents concerning their child's health.
- 4.3 If a player has an infectious disease, the player is to be excluded from playing or training. Parents must notify the WBA immediately once they become aware that their son or daughter has contracted an infectious disease.

5 Portable First Aid Kits

- 5.1 A portable first aid kit will be available at the playing and training venues for use in circumstances where immediate care is required, or when it is inappropriate to move a player. Recommended content:
 - First aid guide
 - Adhesive tape
 - individually wrapped sterile adhesive dressings
 - a small number of sterile gauze swabs
 - cotton tips
 - wound dressing
 - pair disposable gloves or latex gloves
 - sterile saline solution 30mls
 - gauze and stretch bandages
 - triangular bandage
 - scissors
 - plastic tweezers
 - safety pins
 - disposable resuscitation mask
 - instant cold pack
 - tissues
 - bandaids
 - medicated (antiseptic) wipes
 - plastic disposable bag (for waste)
- 5.2 First aid kits will be stocked by the WBA, and maintained by team managers.
- 5.3 In case of a blood spill, it is recommended that team managers and / or coaches have access to the following at training venues:
 - Disposable gloves
 - Paper towels
 - Hospital grade disinfectant
 - Plastic disposal bags.

6 Reporting of Incidents

- 6.1 Every incident which results in a person (including a volunteer) being referred to a medical practitioner or hospital will be reported to the team manager and / or coach and / or the WBA Administrator, Secretary or President.
- 6.2 The details required in the incident reporting form include:
- date and time of the incident
 - whether the person lost consciousness or not
 - site of the incident
 - contact details of those in attendance
 - contact details of any witnesses
 - nature of the incident
 - brief description of the injury sustained
 - any treatment provided
 - whether any further treatment was required and, if so, where
 - how the person was discharged from care (e.g. home with parent, to hospital by ambulance, etc.)
- 6.3 Any players or any other witnesses to serious injuries may be requested to supply information to the Team Manager and/or coach and/or WBA Secretary. Information should be limited to simple factual details.
- 6.4 A personal injury claim form may be submitted by any injured WBA official, player or volunteer. A summary of the insurance cover and the relevant forms can be accessed through the WBA Administrator, or through the website.

APPENDIX A - MANAGING BLOOD SPILLS

Blood spills are a potential and unpredictable source of serious blood-borne infections. To clean up a blood spill you will need:

Equipment

- disposable surgical gloves
- absorbent material, such as paper towels, cloth
- household bleach or hospital grade disinfectant
- hot water and detergent
- a plastic bag

Procedure

- **DO NOT TOUCH THE BLOOD WITH ANY PART OF YOUR BODY**
- put surgical gloves on both hands
- using absorbent material, mop up the bulk of the blood or body fluids
- wash the wet areas with water and household detergent and dry them as thoroughly as possible
- clean contaminated surfaces with paper towels which have been soaked in the strongest recommended solution of household bleach, or hospital grade disinfectant.
- remove gloves by turning inside out
- place all waste materials in a plastic bag, secure, and place within a second bag before disposing in general waste.
- wash hands thoroughly with soap and running water, taking care to avoid splashing

Contaminated Clothing

Contaminated clothing should be removed and stored in leak-proof double plastic bags until it can be treated as follows:

- white clothing should be soaked in 1:10 solution bleach for 30 minutes. Bleach should be rinsed off after use
- coloured clothing should be soaked in disinfectant for 30 minutes
- after soaking, clothes should be washed separately in a domestic washing machine at high temperature on a long cycle

NOTE: **A bleeding player is not permitted to take the court.**
 A player may not take the court wearing blood contaminated clothing

APPENDIX B - HEAD INJURY INFORMATION (CONCUSSION)

For the next 24 hours parents/guardians to keep a careful watch over the patient.

Parents/guardians to be made aware of the need to take patient to an Emergency Department immediately if they notice any of the following:

1. Unusual behaviour, irritability, confusion.
2. Persistent nausea or vomiting.
3. Visual disturbance – blurred or double vision.
4. Dizziness or loss of balance.
5. Drowsiness – difficulty in waking up, or more sleepy than usual. If patient falls asleep wake them every ½ hour to check for problems.
6. Severe or persistent headache. (It is safe to give a single dose of paracetamol. If pain persists after analgesia, patient should be seen by a Doctor).
7. A fit or spasms of the face or limbs.
8. Blood or discharge from the nose or ear.

APPENDIX C – MANAGEMENT OF SPRAINS AND STRAINS (R.I.C.E.)

The following first aid measures should be commenced as soon as possible after an injury:

R Rest	move and use the injured part as little as possible
I Ice	apply an ice pack to reduce swelling and bruising, for 10-20 min every 2 hours, for up to 48 hours.
C Compression	apply a firm bandage to reduce swelling and encourage rest
E Elevation	raise the injured part as gravity will decrease the swelling e.g. If arm injured, wear a sling. If leg injured, sit with foot on a pillow.

Using the R.I.C.E. method will keep swelling and bruising to a minimum, promoting less pain and better healing.

Heat can applied after 48-72 hours for comfort.

If pain persists after 24 hours or is not tolerable at any stage, seek medical advice.

APPENDIX D - INCIDENT REPORT FORM

This form is required when an incident occurs outside of the Wodonga Sports and Leisure Centre which results in a player, official, spectator or other person requiring medical assistance (including ice). This form must be handed to the relevant team manager, coach, WBA Administrator, Secretary or President.

The Injured / Ill Person:

Surname: _____ First name(s): _____

Team: Under _____ Boys/Girls _____

Coach: _____ Team Manager: _____

Name of Parent or Guardian: _____

Contact numbers: _____

The WBA has contacted the parent/guardian: ☐ Yes ☐ No

The Incident:

Date of occurrence: _____ Time: _____

Venue: _____

Nature of the illness/injury: _____

Treatment provided: _____

Form completed by: _____ Signed: _____

Contact number: _____