

First Aid Medical and Illness Policy

Public policy - health, accidents and medication

UNMATCHED COACHING LTD. Version 1.1

Document owner: Unmatched Coaching Ltd

1. First aid arrangements

Coaches hold appropriate, in-date first aid qualifications, including paediatric first aid as required by their role. Unmatched supplies first aid kits, which coaches check regularly. The school and parent are informed of significant injuries as appropriate. Emergency services are called without delay when necessary. Accident reports are completed, centrally monitored and shared with the parent, with a copy available on request.

2. Medical details and plans

Parents must provide accurate medical, allergy and SEND-related details when booking and update any changes. Relevant critical information is highlighted on the coach's register and handled confidentially. Where a child has specific medical needs, the coach, parent and school agree an individual plan covering triggers, access to medication, emergencies and any limitations needed for safe participation.

3. Medicines and emergency medication

Unmatched does not routinely administer ordinary medication. Where a child requires emergency treatment such as an inhaler or adrenaline auto-injector, staff follow an agreed medical plan, training and consent, and call for emergency help where needed. Essential medication must be accessible throughout the session; parent and school arrangements must be confirmed before attendance. If it is unavailable, parents and school are contacted to agree a safe solution, and the child may not participate until safe arrangements exist.

Any medicine administered by a coach, or taken by the child themselves during the session, is recorded with date, circumstances, person involved and consent details where applicable. Appropriate post-incident emergency and parent notifications are made.

4. Illness and infections

If a child has minor symptoms, a coach may supervise a short rest and monitor wellbeing until normal collection where safe. Where symptoms are significant, infectious, worsening or prevent safe participation, the parent is contacted for collection and the child remains supervised. Current public-health exclusion advice is followed where applicable.

5. Accidents and regulatory reporting

Coaches record all accidents and significant incidents, notify the director and inform the school where appropriate. The director decides whether RIDDOR or another regulator notification is required, consulting the host school as needed. If Ofsted-registered, serious childcare events must be reported through the relevant Ofsted process as soon as possible and within applicable deadlines. Reports are retained in accordance with our approved retention schedule.

6. Parent information and illness prevention

Parents should not send a child to a club when they have a significant infectious illness or are too unwell to take part safely. Coaches will follow applicable public health and school exclusion advice and contact a parent when early collection is appropriate.

Where a child reports a minor complaint without signs of significant illness, the coach may allow them to rest and monitor them safely until the end of the session. The child remains supervised; emergency treatment is not delayed where indicated.