



Petawawa Minor Soccer Club Facilities and Equipment Safety Policy

Purpose

1. The purpose of this policy is to ensure that all facilities and equipment used by the Petawawa Minor Soccer Club (PMSC) are safe, accessible, and appropriate for players, coaches, volunteers, and spectators.

2. Although the Club does not own the facilities where its activities take place, it remains responsible for ensuring that programs are delivered in a safe environment and that equipment used during Club activities meets appropriate safety standards.

Scope

2. This policy applies to all programs, practices, games, and events organized by the Petawawa Minor Soccer Club.

3. It applies to all coaches, volunteers, staff, players, parents, and participants involved in Club activities.

4. The Club utilizes facilities rented from third-party providers, including but not limited to:

- a) Local schools
- b) (DDH) facilities
- c) Petawawa Civic Centre
- d) Municipal or community fields and recreational spaces.

Facility Responsibility

5. Petawawa Minor Soccer Club does not own the facilities it uses and therefore relies on facility operators to maintain the buildings, infrastructure, and grounds in accordance with applicable laws and regulations.

6. Facility operators are responsible for:

- a) Structural integrity of buildings and playing surfaces
- b) Fire safety systems
- c) Emergency exits and evacuation procedures
- d) Lighting and facility maintenance
- e) Compliance with provincial and municipal safety regulations
- f) Accessibility compliance

7. All facilities used by the Club are expected to comply with relevant accessibility legislation, including the Accessibility for Ontarians with Disabilities Act (AODA) and applicable building codes.



Pre-Activity Facility Safety Check

8. Prior to each practice, game, or event, coaches or designated safety volunteers Should conduct a visual inspection of the playing area and surrounding environment.
9. The inspection should confirm:
 - a) Playing surfaces are safe and free of hazards
 - b) Areas are secure
 - c) Equipment Adequate lighting is available when applicable
 - d) Spectator areas are safe
 - e) Emergency exits or evacuation routes are clear
10. If unsafe conditions are identified, the activity may be delayed, relocated, or cancelled until the hazard is resolved. The facility operator should be notified as soon as possible.

Equipment Safety

11. All equipment used by Petawawa Minor Soccer Club must be maintained in safe working condition.
12. The Club will ensure that:
 - a) Equipment is appropriate for the age and level of participants
 - b) Equipment is inspected periodically for wear or damage
 - c) Unsafe or damaged equipment is removed from use immediately
 - d) Equipment is stored properly when not in use
12. Coaches and volunteers are responsible for identifying damaged or unsafe equipment and reporting it to Club leadership.

Emergency Preparedness

13. The Club will ensure that coaches and volunteers are familiar with basic emergency procedures when using rented facilities.
14. Emergency preparedness includes:
 - a) Awareness of facility emergency exits
 - b) Access to emergency contact numbers
 - c) Availability of first aid kits during activities
 - d) knowledge of emergency service access points for each facility
15. Where applicable, the Club will follow an Emergency Action Plan (EAP) for responding to injuries or emergencies.

Accessibility and Inclusion

16. Petawawa Minor Soccer Club is committed to providing inclusive and accessible sport opportunities for all participants.



17. Since facilities are rented, accessibility compliance is primarily managed by the facility owners. However, the Club will:

- a) Prioritize booking accessible facilities when possible
- b) Work with facility operators to address accessibility concerns
- c) Support reasonable accommodations for participants with disabilities

18. Accessible features may include barrier-free entrances, accessible washrooms, and accessible pathways to activity areas.

Reporting Safety Concerns

19. All safety concerns should be reported promptly to the Club's leadership or designated safety representative.

20. Reports may include:

- a) Facility hazards
- b) Equipment damage
- c) Accessibility barriers
- d) Safety incidents or near misses

21. When required, safety concerns will be communicated to the facility operator for Corrective action.

Roles and Responsibilities

22. Club Leadership:

- a) Ensure this policy is implemented and reviewed regularly
- b) Communicate with facility providers regarding safety matters

23. Coaches and Volunteers:

- a) Conduct basic safety checks before activities
- b) Monitor equipment safety
- c) Report hazards or incidents

24. Participants and Parents:

- a) Follow safety instructions
- b) Report hazards to coaches or Club representatives

Policy Review

25. This policy will be reviewed periodically by the Petawawa Minor Soccer Club Board to ensure it remains effective and aligned with applicable safety standards and regulatory requirements.