



## **Tayport Football Club Club Contingency Plan**

### **General Statement**

The Chairman and Committee members at Tayport Football Club undertake to ensure, as far as reasonably practicable, that all facilities and activities at the Canniepairt are constructed, maintained, inspected, tested and managed in a way that as far as reasonably possible ensures the reasonable safety of everyone attending the venue.

The following Contingency Plans are part of the planning by the Club to respond to and deal with any incident which might prejudice safety or disrupt the normal operation of the Stadium.

### Areas

- Fire incident Action Plan
- Adverse weather conditions and Damage to Buildings
- Crowd Problems
- Pitch Incursions
- Emergency Evacuation Procedures (including Persons with disabilities)

### **Fire Incident Action Plan**

Anyone discovering, or suspecting, an outbreak of fire must report the location and description of the incident by:

Activating the nearest fire alarm

By telephone

By word of mouth direct to any Committee Member or persons in charge

A fire alarm system is installed in the clubhouse.

On discovery of a Fire, everyone should evacuate the building and make their way to the Fire Assembly Point in the Main Car Park.

If in any doubt, Dial 999 to the Fire Service.

Regular guidance / drills to be carried out.

All people should meet in their groups and account for each member.

Do not leave the facility until Groups are checked and the Fire Brigade allow evacuation.

Under no circumstances should anyone attempt to depart the Stadium by a vehicle as this would prevent entry by the Fire Brigade.

Trained personnel may if possible and safe to do so to tackle a small fire with extinguisher equipment.

Advise everyone to evacuate everyone from the vicinity of the fire and prevent re-entry.

Ensure a Competent person meets the Fire Service at the main entrance from Shanwell Road.

Upon arrival of the Fire Service, the Safety Officer and Club staff will assist as directed by the Senior Fire Officer at the scene. At this stage the senior fire officer will be in charge of any subsequent actions.

Portable fire extinguishers are located in different areas throughout the ground.

### **Adverse Weather conditions and Damage to Buildings**

Upon visual inspection or notification of any structural damage or defect in or within the curtilage of the Stadium which could affect spectator safety or disrupt the normal operation of the Stadium a Committee member will:

Inspect the area and assess the risk to safety.

Contact the Emergency Services if in doubt.

Decide whether that part or the entire Stadium should be closed.

If the area or Stadium is to be closed arrange media publicity and appropriate stewarding.

If the damage/defect is causing or is likely to cause a risk to spectator safety the area will be evacuated.

Cordon off the affected area to ensure no one enters the area of danger.

If only part of the Stadium is declared unsafe consideration will be given to relocating supporters to a non-affected area.

The affected area will not be used by spectators until a structural assessment is satisfied the area is safe.

Snow, ice and/or fog are the most likely conditions to greatly affect a match and will not only cause problems on the playing area but also the approach roads, car parks, pedestrian and some seated areas of the stadium.

Where snow or ice is lying on pathways or terracing, salt will be made readily available, the local authority may assist salting approach roads.

A Referee will be arranged to inspect the pitch.

Where, due to continuous heavy snowfall, it becomes obvious that the conditions cannot be satisfactorily overcome, the decision to postpone the match should be made at the earliest opportunity so that all parties involved can publicise the decision to the public.

### **Crowd Problems**

Anyone becoming aware of any disorder, overcrowding, crowd distress, crushing or crowd surging should immediately notify a member of Committee or Steward.

Liaise with the Police and assess the situation

Deploy Supervisors and non-committed stewards to the area concerned to defuse the situation. The police may also assist.

Assess with the Police whether the fixture should be stopped.

Ensure that the action is taken to prevent/alleviate the problem including access by spectators onto the pitch.

Dependent on the incident, a full or partial evacuation of the area may be necessary.

Evacuation Procedures may require egress from back gate.

Use the PA system to direct people away from the area and support this with Steward/Police cordons.

### **Pitch Incursions**

In the event of a pitch incursion (or if it appears a pitch incursion is likely) the Referee should be advised, and this may mean suspending the game.

Liaise with the Police.

Deploy all available Stewards to the area(s) concerned to discourage / prevent or limit the numbers of spectators gaining access to the pitch.

The Police may assist Stewards in the course of this action.

Consider the use of the PA System for warning messages or advising spectators to clear the pitch area.

If a considerable number of spectators have intruded onto the pitch during play the game will have to be stopped. The Referee will conduct the players and officials from the pitch.

Consider the use of cordons to prevent further breaches or confrontation between rival fans.

### **Emergency Evacuation Procedures (including Persons with disabilities)**

Supervisors with wheelchair users will advise them to remain in their respective areas if safe to do so until they and their helpers are escorted to a safe area by the Stewards.

Visually handicapped supporters will be evacuated with the assistance of their responsible person.

Committee should pay particular attention to the elderly, or persons with impaired movement who may require assistance.

Document Created – January 2022