

Introduction

Bonnyton Thistle Football Club is a registered Scottish charity and a member of the Scottish Football Association, the West of Scotland Football League and the Lowland League Development League.

The Club Stadium is Townholm Arena, Harriet Road, Kilmarnock KA3 1BB.

This document details the Club's Spectator Safety Policy for Townholm Arena ("The Ground"). For avoidance of doubt Bonnyton Thistle Football Club is referred to in this document as ("The Club").

The policy consists of three sections:

Section A – General Policy

Section B – Allocation of responsibility within the Club

Section C – Safety Statement

Section A – General Policy

A1. Final Responsibility

The Board of Trustees of Bonnyton Thistle Football Club ("The Club") bears ultimate responsibility for the safe operation of Townholm Arena football ground. The Board of Trustees adopted this safety policy on 4th January 2022 and has delegated day to day responsibility for implementation of the policy to the undernoted:

Name: Mr Neil Wilson, Club Secretary.

A.2. Safe Facilities

The Club undertakes to ensure, as far as is reasonably practicable that, events at Townholm Arena are staged in such a way, that the safety of everybody at the Ground is assured. The Club has a separate Ground Regulations document and Contingency Plan.

A.3. Safety and Systems

The Club, through the Board of Trustees, Safety Officer, Stewards and all other Committee Members will ensure the reasonable safety of those attending events at Townholm Arena. The Club will ensure that systems exist for the safe admission, accommodation and exit of spectators.

A.4. Risk Assessments

The Club will undertake and maintain a process of risk assessment as required by the Management of Health and Safety at Work Regulations, 1992 and will have regard to this assessment in formulating and updating this policy. These Risk Assessments will also form the basis of the Clubs Contingency Plan.

Section B – Allocation of Responsibilities within the Club

B1. Persons with Safety Responsibilities

Person with overall Safety responsibility:

Name: Alistair Campbell

Position: Trustee

Person with day-to-day responsibility:

Name: Graham Beattie

Position: Trustee

In the absence of either person identified above the Club Secretary will assume match day responsibility for safety.

B2. Communication and monitoring of Safety Policy

Each member of staff will be advised, of the policy of the Club towards the safety of spectators. All staff engaged on match day duties will be provided with more detailed information relating to their duties. The Board of Trustees will receive regular reports on the operation and implementation of the policy.

B3. Safety Policy review

This policy will be reviewed and amended as appropriate, following any incident involving spectators, in the light of findings of investigations. Likewise, if changes to operations or facilities lead to significant changes in working practices, the policy will come under review and amendment as necessary.

Section C – Safety Statement

C1. Organisation/Structure for Implementing Safety

The Trustee together with the safety advisor have the responsibility for ensuring that the policy is observed and that club personnel who are engaged in safety duties, clearly understand the requirements of the policy.

C2. Arrangements for Monitoring the Policy

Members of the Board of Trustees, Club Committee, Stewards and the Safety Officer will monitor the implementation and effectiveness of the policy and report on a regular basis to the Executive committee.

C3. Spectator Management

Spectator management will be controlled as follows:

C3.1. Segregation

Segregation will be implemented within Townholm Arena only when deemed necessary. In instances where this is required rival spectators will be directed to opposing sides upon entry to the ground and will be stewarded as appropriate.

C3.2. Entry of Spectators

Spectators will be admitted to the ground in an orderly, safe manner through the main entrance on Harriet Road. Stewards will be in attendance, as deemed appropriate, to ensure the safety of spectators. People who are clearly under the influence of drink or are in possession of unauthorised objects (including bottles) will not be allowed into the ground. Please refer to the Townholm Arena Ground Regulations for further details. The Club will ensure that an effective system for counting spectators as they enter the ground is in place so that club officials can ascertain the number of spectators in the ground at any time. If necessary, appropriate information can be relayed to spectators over the Club's public address system which can be heard in all areas of the ground.

C3.3. Management of Spectators in the Ground

Stewards and Club Officials will monitor the safety of spectators in the ground, as appropriate, and report any potential problems. Stewards will be responsible for ensuring that the "No Smoking" policy is implemented. The public address system will be used to relay safety related information to spectators. Stewards will ensure access / exit walkways are kept clear.

C3.4. Exit of Spectators

Spectators will be allowed to leave the ground at the appropriate exits. Stewards and Club Officials will ensure that exit gates are opened before the end of the game and that spectators leave in an orderly manner, with particular consideration given to children and disabled persons. Exits and emergency escape routes will be kept clear of obstructions at all times.

C3.5. Disabled Persons

There are currently two car parking spaces and suitable viewing accommodation situated for disabled persons and carers within the ground and they will be assisted to this designated area, or to another area if they wish, by Stewards or Committee Members as appropriate. Stewards will assist disabled persons to enter or leave the ground if such assistance is required. Likewise, if requested they will assist disabled person in accessing public amenities e.g. toilets, or refreshment facilities.

C.4. Stewarding

The club will ensure that an appropriate number of Stewards are in attendance for each home game. The Club will endeavour to provide confrontational management training for as many Stewards as possible. When formal training is not possible, on the job training will be given. Stewards will be identifiable by wearing high visibility vests or jackets at all times.

C.5. Inspections

The club objective is that spectators can attend Townholm Arena in the knowledge that they are in a safe environment. To ensure that the Club achieves that objective, certain periodic checks will be carried out. General, periodic inspections will be carried out by the Safety Officer and will cover the following areas:

- Exits to ensure that there are no trip hazards and surfaces are not slippery
- Signage where appropriate are in place
- Park exits are kept clear of obstructions

- Combustible or flammable material is not in evidence
- Fire-fighting equipment, as appropriate, in place and available for use
- All stadium lighting is in working order
- Inspections by the local authority are periodically carried out, normally every three years.

C.6. Contractors

If contractors are working at the ground the Board of Trustees will ensure that they are made aware of the club's policy with regard to safety matters.

C.7. Communications with the Public

Matters relating to the safety policy will be relayed to the public as appropriate, through the public address system, match day programme if applicable, or on the Club's official web site www.bonnytonthistlefc.com. In the event of the normal public address system failing a loud-hailer will be available for use.

C.8. Communications with staff

Stewards and Club Officials will be issued with a copy of the Safety Policy. Problems experienced or potential problems will be discussed at regular Committee meetings.

C.9. Fire Precautions

The Club recognises risk from fire. To mitigate this risk the Club will enforce a strict no smoking policy in all areas within the ground.

Full details of the Clubs policy on fire can be found under section 1 of the Clubs Contingency Plan and the Club also has a separate No Smoking Policy.

C.10. First aid/medical provision

Club Personnel with NSFA Certification will be on duty on match days. These first aiders will have access to medical equipment if required. The Club has a separate Medical Plan.

C.11. Crowd Doctor

Ground capacity for Townholm Arena is 1008. The provision of a doctor at the ground is therefore not required. The local Hospital with A&E facilities is around fifteen minutes away by car should a situation arise and the local ambulance station is only five minutes from Townholm Arena.

C.12. Club Contingency Plans

The club has drawn up a Contingency Plan to deal with emergencies and incidents, which might occur during a match or when spectators are queuing to enter the ground. Controlled copies of the Contingency Plan are available to the Clubs Safety Personnel, Management and Emergency Services. A controlled copy will be kept in the Secretaries office at the park should it be required. The Board of Trustees and Committee together with the Safety Officer will continually review the Contingency Plan and revise it in the light of lessons learned from any incidents that may take place and in consultation with the Emergency Services.

C.13. Maintenance of records

A record will be kept by the Club Safety Officer of any accident or incident which causes injury other than playing injury which: a) Is brought to the notice of the Club Safety Officer or Club Committee b) Occurs whilst the Stadium is in use for a specified event, and c) Has safety implications.

Other records that will be maintained by the Safety Officer are as follows:

- A record of all first aid and medical treatment provided during or in connection with a specified event.
- A record on inspections and tests of fire-fighting equipment.
- A record of electrical "PAT" tests on all electrical equipment
- A record in Defects Log Book of any defect relating to the Safety of the ground, howsoever discovered, together with a record of when such a defect was remedied.

A record of the following certificates:

- A certificate of inspection of the fire-fighting equipment. This is supplied with new fire extinguishers and covers a lifespan of 10 years.
- A letter of compliance issued by the local authority (three yearly).

This policy is in respect of spectator safety for Bonnyton Thistle Football Club, Townholm Arena, Kilmarnock KA3 1BB.

C.14. COVID-19

The situation regarding the COVID-19 pandemic is fluid and guidance from the Scottish Government and the Scottish Football Association regarding it is subject to change, sometimes at relatively short notice. As such no specific information regarding COVID-19 is contained in this document. Any COVID-19 documentation, policies, risk assessments or other such related items will be produced and controlled separately.

Document Control

Mandatory Review Date (To be reviewed and published annually).

Reviewed on 26th January 2023

Next review date: 25th January 2024.