



Ground Safety Policy

Ground Safety Procedures and Contingency

Albyn Park Broxburn

Turnstiles

Turnstiles at the east, centre and west of the ground should remain OPEN until the crowd has dispersed at the end of a match.

In games which require stewarding and police attendance we must ensure that one or both should be in these areas for the entirety of the game.

MAIN GATES South Side (EAST, CENTRE AND WEST) North Side (CENTRE)

Padlocks to be removed by turnstile operators prior to the game starting and remain on bolt until ten minutes from the end when the gates will be opened. The responsibility for main gate (east and centre) is the Treasurer and for the main gate (west and north) is the Safety Officer. Should either be unavailable the Safety Officer will allocate the job to another committee member.

Assembly Points

In the event of fire or other emergency there are 2 assembly points one at each end of the ground clearly signposted - Emergency Assembly Points.

Canteen

Should a fire break out in the canteen supporters on that side of the ground should move to either of the assembly points or to the pitch.

Hospitality Suite

Should a fire breakout in the hospitality area guests MUST evacuate quickly and safely to the sign posted assembly areas or to the pitch.

Dressing Rooms

Should a fire break out in the dressing rooms all players and officials from both teams MUST evacuate quickly and safely moving to the signposted assembly areas or the pitch.

If possible, the Kit Man should check both dressing rooms and the referee's room. It is then the responsibility of both team managers to check their numbers and ensure that everyone is out of the building. If the alarm sounds the designated committee member should ensure the toilets and managers room are cleared.

Covered Enclosure

This area has signs indicating the Emergency Assembly Areas.

Announcer

Prior to every game the Announcer, as well as announcing the teams, will ask the spectators to listen to the following announcement:

- 1. In the event of a fire or other emergency please be aware of the 2 Emergency Evacuation Areas and the sound of the alarm. (Sound Air Horn)*
- 2. Ensure you are aware of the nearest Emergency Evacuation Area.*
- 3. When the alarm sounds go immediately to the safest Emergency Evacuation Area.*
- 4. On arrival at the Emergency Evacuation Area await further instruction.*

Defibrillator

The unit is located at the reception area in the main building. The Club President, Secretary, Treasurer and physiotherapist are all trained in its use.

Players & Officials Access To/From Dressing Rooms To Pitch

In normal league/cup games designated committee members rope off an area between dressing room door and pitch. For games with larger attendances we will safeguard this area with the use of crush barriers and committee members in attendance.

British Red Cross/Doctor

The Safety Officer will liaise with the members of the Red Cross and Doctor on duty to discuss where they should be best positioned to deal with any emergencies. They would then be available to assist either team physiotherapists in the event of injury or accident.

Handling of Pyrotechnic Devices

Section 15.10c of the Guide to Safety at Sports Grounds advises that ground management adopts and enforces a clear policy to prevent and prohibit spectators from taking fireworks or flares into a sports ground.

Such policies should promote various options including the use of intelligence and the search of individuals suspected of possession of such articles. It is also important that ground management have procedures in place to safely deal with any such articles that may be confiscated and with any that may be discharged within the confines of Albyn Park.

The following notice must be placed outside the ground at entrances to Albyn Park.

THE SPORTING EVENTS CONTROL OF ALCOHOL ACT 1985 (1985 Act) (as amended by the Public Order Act 1986)

“ It is an offence for a person to have in their possession any firework / flare / smoke bomb etc. whilst attempting to enter or whilst in any part of Albyn Park which is in sight of the pitch and provides police with the power to search people and to arrest persons committing offences under The Act.”

GENERAL ISSUES TO NOTE

- A flare can become unstable and react differently to that intended.
- Hand flares can readily ignite and cause fires and/or burns to people.
- Any burns caused by a flare are likely to be severe.
- Smoke bombs emit “cold smoke” but the chemical reaction creating the smoke generates heat likely to cause burns to people attempting to move them.
- Discharging smoke bombs etc. may cause crowd disruption due to people trying to vacate the immediate area quickly.
- Smoke from such devices can cause respiratory problems.
- Once flares have been set off they are difficult to extinguish and will burn for 30-60 seconds after which they will no longer discharge any smoke or light.

Handling:

- Provided there is no immediate threat of escalation or injury it is safer to allow the flare to burn out before taking any action.
- If a burning flare is dropped, clear the area and cover the flare with sand. If it continues to burn more sand should be added to minimise the effect. When light ceases use a welders glove or similar to remove the remains and place in a metal bucket of water for at least 30 minutes.
- Use one of the sand buckets placed around Albyn Park to isolate the smoke bomb and cover with more sand.
- As smoke from a device discharged within Albyn Park may be visible to supporters in other areas of the ground the Safety Officer MUST make a prepared P.A. announcement which reassured people.

Contingency Plans:

We need to consider the following and decide what is appropriate for Albyn Park.

- Communicate with visiting support in advance (this may be challenging at our level as few teams have supporters' clubs and visiting fans tend to travel independently)
- Provide appropriate signage and programme notes describing the dangers of setting off pyrotechnic devices.
- Ensure committee members are up to speed with the rules and regulations for dealing with devices.
- The committee members must not handle any devices but use the sand buckets provided to alleviate the problem.

Created: 20 December 2018

Last Review: 04 April 2026