

Middleton Cheney Tennis Club

Reporting of Incidents and Accidents

Minor Accidents and injuries

- MCTC has a First Aid Kit for use in the event of minor injuries, which is located in the labelled white box in the Tennis Hut. The contents are limited and aim to cope with minor injuries that may arise.

Serious accidents or incidents

In the event of a serious accident, major incident, or needing an access code for a defibrillator, the Emergency Services should be called by a personal mobile,

The nearest **Defibrillators** (AED Automated External Defibrillators) with 24/7 access, are held at:

1. Middleton Cheney Pharmacy, the outside wall of 111 Main Road MC. OX17 2PD (Turn left out of the playing field by the tennis court access)
2. The Memorial Hall (Playing Field Association) – on the other side of the sports field in the car park off Astrop Road, MC OX17 2PG.
3. AR Mills Motors, 41 Main Road MC OX17 2ND

Reporting

All incidents/injuries should be reported on an Incident/Accident form found in the MCTC Information & Policies Red Folder

Any serious incident should be reported to a member of the Committee (a list is kept at the back of the Information & Policies Red Folder) then the LTA Lead or Secretary can be alerted promptly so the matter can be correctly followed through, with the LTA and insurance brokers if necessary. An online form may need to be submitted

<http://www.lta-insurance-centre.com/make-a-claim>

Further information can be found www.lta-insurance-centre.com/faqs-for-liability-insurance

Any incident/accident forms should be raised at Committee meetings to help prevent future issues.

This policy is reviewed every three years (or earlier if there is a change in national legislation).

Chair/Welfare Officer: Helen Harman

Date: 9th March 2026