



- Stay calm but act swiftly and observe the situation. Is there any danger of further injuries?
- Listen to what the injured person is saying.
- If the injury is minor, alert one of the listed first aiders to take appropriate action.
- If the injury requires specialist treatment, call the emergency services.
- If the injury has occurred during a junior group session, ensure the rest of the group are adequately supervised.
- Do not move someone with major injuries. Wait for the emergency services.
- Contact the injured person's parent/carer/relative (as appropriate).
- Complete an incident/accident report form (copies located next to these guidelines).

**Full address / contact details of the club in case of an emergency:**

|                      |   |
|----------------------|---|
| <b>Club name</b>     | <b>Chesham Bois Lawn Tennis &amp; Squash Club</b>             |
| <b>Address</b>       | <b>Woodfield Park (The Beeches), Amersham, Bucks, HP6 5QQ</b> |
| <b>Telephone no.</b> | <b>01494 432932 or 433330</b>                                 |

**Useful numbers**

Nearest A&E's

**Stoke Mandeville Hospital, Stoke Mandeville Road, Aylesbury, HP21 8AL 01296 315000**

or

**Watford General Hospital, Vicarage Road, Watford WD18 0HB 01923 244366**

Minor Injuries Units

**Hemel Hempstead Hospital, Hillfied Road, Hemel Hempstead, HP2 4AD, 01442 213141**

or

**Bpas (High Wycombe), Hanover House, The Practice, Coronation Road, Cressex Business Park,  
High Wycombe HP12 3PD 0845 7304030**

**NHS Direct: 0845 4647 (24 hour advice line)**

**Club contacts**

|   |                     |
|---|---------------------|
| <b>Jeremy Sperling (Club Manager) :</b> | <b>07864 094728</b> |
| <b>Pete Lavery (Head Coach):</b>        | <b>07885 206587</b> |
| <b>Paul Vicary (Tennis Chairman):</b>   | <b>07778 677733</b> |
| <b>Annie Jack (Junior Chair):</b>       | <b>07854 963335</b> |

