



# UCWDC® SAFETY POLICY

**Version 1.0**

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## 1. INTRODUCTION

The United Country Western Dance Council® is inspired by the vision of a thriving global dance community featuring a world-class competition circuit and a Championship event on every continent in addition to the long-standing Country Dance World Championships®. The UCWDC® oversees the largest competition circuit for country dance in the world, including partner and line dance styles. Our mission is to provide our members with the structure, tools, education, and support they need to thrive in our circuit.

### 1.1 Purpose

The purpose of this policy is to ensure the safety and well-being of all members and guests attending events and meetings organized by The United Country Western Dance Council (UCWDC). It aims to outline procedures and measures to prevent injuries and provide prompt assistance in case of emergencies.

## 2. RISK ASSESSMENT AND PLANNING

- Conduct thorough risk assessments prior to events and meetings to identify potential hazards and assess risks to member safety.
- Develop event-specific safety plans that address potential risks and outline measures to mitigate them, including emergency evacuation procedures, medical assistance, and security measures.

## 3. VENUE SELECTION AND INSPECTION

- Select venues that meet safety standards and regulations, including accessibility for members with disabilities, adequate lighting, emergency exits, and facilities for medical assistance.
- Conduct site inspections to ensure venues meet safety requirements and address any concerns before the event.

## 4. EMERGENCY PREPAREDNESS

- Establish emergency response procedures, including protocols for medical emergencies, fires, natural disasters, and other emergencies.
- Designate trained personnel to respond to emergencies and coordinate with local authorities and emergency services if necessary.
- Provide members with information about emergency procedures and evacuation routes during events and meetings.

## 5. FIRST AID AND MEDICAL ASSISTANCE

- Ensure access to first aid supplies and trained personnel to provide immediate assistance in case of injuries or medical emergencies.
- Coordinate with medical professionals or emergency services to provide timely medical assistance if needed.
- Maintain records of medical incidents and follow-up care provided to members.



## **6. SECURITY MEASURES**

- Implement security measures to ensure the safety of members, including crowd management, access control, and surveillance, if necessary.
- Collaborate with law enforcement agencies or private security firms to enhance security for high-profile events or meetings.

## **7. COMMUNICATION AND INFORMATION**

- Communicate safety information and guidelines to members before and during events and meetings through various channels, including email, website announcements, and signage.
- Provide contact information for designated safety personnel or emergency contacts for members to report safety concerns or seek assistance.

## **8. TRAINING AND AWARENESS**

- Provide training to staff and volunteers on safety protocols, emergency response procedures, and the use of safety equipment.
- Conduct safety briefings for members at the beginning of events or meetings to familiarize them with safety procedures and address any questions or concerns.

## **9. INCIDENT REPORTING AND REVIEW**

- Establish procedures for members to report safety incidents, injuries, or near misses promptly.
- Conduct post-event reviews to evaluate the effectiveness of safety measures, identify areas for improvement, and implement corrective actions as needed.

## **10. COMPLIANCE AND ACCOUNTABILITY**

- Ensure compliance with relevant laws, regulations, and industry standards related to event safety and member protection.
- Hold event organizers, staff, and volunteers accountable for implementing and enforcing safety measures outlined in this policy.

## **11. POLICY REVIEW AND UPDATES**

- Regularly review and update this policy to reflect changes in regulations, best practices, and emerging risks related to member safety at events and meetings.
- Communicate updates to all relevant stakeholders and provide training as necessary to ensure understanding and compliance with the policy.

## **END OF POLICY**