GUERNSEY CRICKET BOARD

Bowling Machine Health & Safety Policy and Safe Operating Procedure

1. Purpose

The Guernsey Cricket Board (GCB) is committed to ensuring that all bowling machines used in its coaching, training and development programmes are operated safely and responsibly.

This policy establishes minimum safety standards for the operation, supervision, maintenance and storage of bowling machines to minimise the risk of injury to players, coaches, operators and other persons.

2. Scope

This policy applies to all GCB employees, contracted coaches, volunteers, team managers and other authorised persons using bowling machines during GCB-organised activities.

It applies to indoor and outdoor cricket facilities, including KGV, College Field, Memorial Field, Port Soif and other approved venues.

Where bowling machines are used by affiliated clubs independently of GCB activities, those clubs remain responsible for their own operating arrangements.

3. Responsibilities

Guernsey Cricket Board

The Board is responsible for providing appropriate governance, oversight and resources to support safe bowling machine operations.

Chief Operating Officer

The COO is responsible for coordinating the implementation and periodic review of this policy, maintaining appropriate records and ensuring that relevant safety concerns are addressed.

Director of Cricket and Cricket Development Manager

These personnel are responsible for ensuring that bowling machine activities within their respective programmes are appropriately planned, supervised and undertaken by competent operators.

4. Authorisation and Supervision

4.1 Bowling machines must only be operated by persons authorised by GCB who have received appropriate instruction and demonstrated competence.

4.2 Operators must be aged 18 or over unless a specific, documented exception has been approved following a risk assessment.

4.3 Junior players must not operate bowling machines independently.

4.4 An authorised operator must remain in attendance and maintain control of the machine whenever it is running.

4.5 Appropriate adult supervision must be provided for all junior coaching sessions.

4.6 Operators must not be distracted by mobile phones or other activities while the machine is in use.

5. Pre-Use Safety Checks

Before each session, the operator must:

- Inspect the machine, wheels, guards, frame, cables and controls for visible defects.
- Confirm that the machine is stable and positioned on a suitable surface.
- Check electrical connections, batteries and power supplies where applicable.
- Ensure the machine is suitable for the intended balls and delivery speeds.
- Confirm that the batting area, netting and surrounding environment are safe.
- Establish an appropriate exclusion zone around the machine.
- Ensure all participants understand the operating arrangements and safety instructions.

Any defective equipment must be taken out of service immediately and clearly identified as unsuitable for use.

6. Safe Operating Procedures

The following procedures must be observed:

- Only the authorised operator may feed balls into the machine.
- The machine must not be left running unattended.
- Players must remain clear of the machine and its moving components.
- The operator must ensure that the batter is ready before delivering each ball.
- The operator must give a clear verbal warning before commencing delivery.
- Ball speed and delivery settings must be appropriate to the player's age, ability and experience.
- Any adjustment to the machine must be undertaken in accordance with the manufacturer's instructions.
- Balls must not be delivered while another person is within the designated danger area.
- The machine must be stopped before balls are collected or participants enter the batting area.

The operator must maintain effective communication with the batter throughout the session.

7. Personal Protective Equipment

All batters using bowling machines must wear appropriate protective equipment, including:

- A properly fitted cricket helmet with a faceguard.
- Batting pads.
- Batting gloves.
- An abdominal protector where appropriate.
- Any additional protection identified by the coach or risk assessment.

Protective equipment must be suitable for the participant and in serviceable condition.

8. Junior Players

Additional precautions apply when bowling machines are used by junior players.

Coaches must ensure that:

- Activities are appropriately supervised.
- Bowling speeds reflect the player's age, ability and confidence.
- Players are introduced progressively to machine bowling.
- Parents or guardians are informed of relevant participation requirements.
- Appropriate safeguarding arrangements are followed.
- Junior participants do not enter the operating area without permission.

Particular care must be taken when introducing inexperienced players to bowling machines.

9. Indoor Facilities

When operating bowling machines indoors:

- Appropriate netting must be installed and inspected before use.
- Adequate clearance must be maintained around the machine.
- Electrical cables must be appropriately managed.
- Lighting must be sufficient.
- The floor surface must be suitable and free from hazards.
- Access by unauthorised persons must be controlled.

Any specific requirements imposed by the facility operator must be followed.

10. Outdoor Facilities

When operating bowling machines outdoors, the operator must consider:

- Weather conditions.
- Ground stability.

- Wet or slippery surfaces.
- Wind and its potential effect on equipment.
- The location of spectators and other players.
- The suitability of electrical equipment for outdoor use.

Bowling machines must not be used where weather or ground conditions create an unacceptable risk.

11. Maintenance and Inspection

GCB will maintain appropriate arrangements for the inspection and servicing of bowling machines.

These arrangements will include:

- Visual inspection before each use.
- Periodic checks in accordance with the manufacturer's recommendations.
- Maintenance and servicing by competent persons.
- Records of significant inspections, servicing and repairs.
- Immediate withdrawal from use of defective equipment.

No unauthorised modifications may be made to bowling machines.

12. Electrical Safety

Where electrically powered bowling machines are used:

- Equipment must be suitable for the intended environment.
- Cables and connections must be inspected before use.
- Appropriate residual current device (RCD) protection must be provided where required by the risk assessment.
- Damaged electrical equipment must not be used.
- Electrical components must be protected from moisture.
- Equipment must be isolated from its power source before maintenance or cleaning.

13. Emergency Procedures

In the event of an accident or unsafe situation:

1. Stop the machine immediately.
2. Isolate the power supply where safe to do so.
3. Prevent further access to the danger area.
4. Provide appropriate first aid.
5. Contact emergency services where necessary.
6. Report the incident through GCB's incident-reporting procedures.
7. Preserve relevant information for any subsequent investigation.

Any serious incident must be referred promptly to the COO and the appropriate safeguarding or health and safety representative, as applicable.

14. Risk Assessments

A suitable and sufficient risk assessment must be undertaken for bowling machine activities.

The assessment should consider:

- Equipment-related hazards.
- Ball impact injuries.
- Contact with moving components.
- Electrical hazards.
- Slips, trips and falls.
- Inadequate supervision.
- Inappropriate bowling speeds.
- Environmental and facility-specific hazards.
- Risks affecting children or other vulnerable participants.

Risk assessments must be reviewed following significant changes, incidents or identified safety concerns.

15. Training and Communication

GCB will ensure that relevant coaches and authorised operators receive appropriate instruction in bowling machine safety.

This policy will be made available to staff, coaches and volunteers involved in operating the equipment.

Participants will receive suitable safety instructions before commencing activities.

16. Policy Review

This policy will be reviewed annually, or sooner following:

- A significant accident or near miss.
- Changes to equipment or operating procedures.
- Changes to relevant legislation or guidance.
- Recommendations from GCB's health and safety consultant.

Guernsey Cricket Board

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