

**THE INSTITUTE OF CANCER RESEARCH
and
THE ROYAL MARSDEN NHS TRUST**

UPS CLUB

Mr. Stephen M Edwards

Squash Section



THE INSTITUTE OF CANCER RESEARCH
MUCRC, 15 COTSWOLD ROAD, SUTTON
SURREY, SM2 5NG
Tel: 0208-643-8901 Ext 4538, 4637
Pager 07659 105167
Email: edwards@icr.ac.uk

Jacqui Mitchell
Perkins Slade Limited
3 The Broadway
Broad Street
Birmingham
B15 1BQ
0121 698 8000

05 October 2008

Dear Jacqui,

Re: Squash Club Insurance

Further to our correspondence back in April of this year, I am writing to see if we can pursue the insurance cover we discussed back then.

You kindly sent me two documents by email on 24.04.08:
[NCCPR Club Medium 1.doc]
&
[CLUB MEDIUM.doc]

We note the measures suggested in your paragraph on 'Incident Recording' and have already implemented such a process following our AGM in April 2008.

Likewise we recognise the importance of incident notification to yourselves and will make this part of incident recording procedure.

The Ups Club Squash Section represents a subsection of a more comprehensive staff sports club and as such we do not keep separate membership records. However booking and league sheet data show we have approximately 80 current players. I can provide an Excel file of the most current players if you require.

We would like to ask if you require us to maintain a membership list in order for cover to be extended ?

With regard to accidents in the last 5 years we have had 2 that were serious enough to report to the squash committee.

- 1) Mr. D - eye injury from ball
- 2) Ms. T - lip injury from ball

Although we do not restrict any member of the larger section (The Ups Club) from playing squash, we strongly recommend and encourage new players to take an introductory coaching course. This constitutes a six week formal set of lessons, which includes an introduction to the game and has specific emphasis on the safety aspects of the game. The courses are run by an SRA qualified coach (level 3).

We encourage members to use protective eyewear, and provide such for members to use at their own discretion.

We allow staff club members to bring their family members to play squash. We note however that there could be a problem extending insurance cover to under 18 year olds as well as vulnerable adults.

Responsibility for this class of player lies with the club member who brings their family along.

Please can you clarify whether these circumstances require us to fulfil the policy requirements set out in the 'Protection of Children and Vulnerable Adults' questionnaire ?

Could you also let me know what remittance and you require if you are willing to provide us with insurance as indicated in the earlier correspondence for:

The Civil Liability cover (RSA Insuresport)
Personal Accident cover (ACE Europe)

I attach two provisional proposal forms in respect of each policy. My rough calculation show that the remittance will be in the region of £338.75 + £200.00. Total of **£538.75**.

I look forward to hearing back from you
Yours sincerely,



(electronic signature)
Steve Edwards
Chairman; Ups Club Squash Section.
On behalf of the Squash Section Management Committee

encl:

- Civil Liability Cover Proposal Form (RSA InsureSport) as PDF
- Personal Accident Cover Proposal Form (ACE Europe) as PDF
- Our Ups Club Squash Section Constitution as a PDF