# HDSD RISK ASSESSMENT RECORD

|  |
| --- |
| **Activity assessed: inter-school competitions/events** |

|  |  |  |
| --- | --- | --- |
| **Assessor: Ian Ford** | **Assessment Date: 23/8/20** | **Manager: Steve Hawker** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **HAZARD**  **Potential for harm** | **Persons we are responsible for** | **PRECAUTIONS/CONTROLS**  **in place to reduce risk level** | **RISK (with controls applied)** | | | **NOTES** |
| **L** | **S** | **R** |
| **INDOOR COMPETITIONS GENERAL RISKS** | | | | | | |
| Fire | Leaders/  Participants/spectators | Knowledge of fire escapes and procedures, fire extinguishers, signage | 1 | 3 | 3 |  |
| Collision | Leaders/  Participants/spectators | Layout (eg pitch markings, buffer channels), numbers, rules, training/number of officials | 3 | 1 | 3 |  |
| Lifting | Leaders/  Participants | Availability of helpers  Shape, size, position, grip of equipment  Training in good lifting posture | 2 | 1 | 2 |  |
| Erected equipment | Leaders/  Participants/spectators | Knowledge and experience of correct use and set-up  Appropriate maintenance regime  Instructions clear  Staff training as required | 3 | 3 | 9 |  |
| Trip hazard | Leaders/  Participants/spectators | Event layout and numbers  Clear hall of potential trip hazards before start | 3 | 1 | 3 |  |
| Strike by projectile | Leaders/  Participants/spectators | Layout (eg court markings, buffer channels), numbers and rules | 2 | 2 | 4 |  |
| Playing surface | Leaders/  Participants | Appropriate footwear, spillages, evenness, trip potential, maintenance | 2 | 2 | 4 |  |
| Storage | Leaders | Clear access, adequate lighting | 2 | 2 | 4 |  |
| General supervision | Leaders/ Participants | Always in view, toilet visits in 2s or with adult and advise immediate return, instruct no wandering off site, teacher responsibility over their group | 2 | 2 | 4 |  |
| Missing/abducted child | Participants | Teachers responsible for their group, contact site manager, inform police, mount localised search, PA system appeal | 2 | 2 | 4 |  |
| Instruction/organisation | Leaders/  Participants/spectators | Sports-specific qualification, experience, first-aid qualification | 2 | 2 | 4 |  |
| Worsening of injury due to lack of attention | Leaders/  Participants/spectators | Availability of helpers, first aid access | 1 | 3 | 3 |  |
| Attender health | Leaders/  Participants/spectators | Employee health checks, gain prior knowledge of medical conditions, availability of emergency contact information, disability information knowledge | 1 | 3 | 3 |  |
| Equipment | Leaders/  Participants/spectators | Age appropriate, maintenance and replacement needs, regular checks on condition | 2 | 2 | 4 |  |
| Child abuse (and allegations of) | Leaders/  Participants | Codes of conduct, child safeguarding procedures, DBS checks | 1 | 3 | 3 |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **HAZARD**  **Potential for harm** | **Persons we are responsible for** | | **PRECAUTIONS/CONTROLS**  **in place to reduce risk level** | **RISK (with controls applied)** | | | **NOTES** |
| **L** | **S** | **R** |
| **OUTDOOR COMPETITIONS GENERAL RISKS** | | | | | | | |
| Collision | | Leaders/  Participants/spectators | Layout (eg pitch markings, buffer channels), numbers, rules, training/number of officials | 3 | 1 | 3 |  |
| Lifting | | Leaders/  Participants/spectators | Availability of helpers  Shape, size, position, grip of equipment  Training | 2 | 1 | 2 |  |
| Erected equipment | | Leaders/  Participants/spectators | Knowledge and experience of correct use and set-up  Appropriate maintenance regime  Instructions clear  Staff training as required | 3 | 3 | 9 |  |
| Trip hazard | | Leaders/  Participants/spectators | Session layout and numbers  Clear area of potential trip hazards before start | 3 | 1 | 3 |  |
| General supervision | | Leaders/ Participants | Always in view, toilet visits in 2s or with adult and advise immediate return, instruct no wandering off site, teacher responsibility over their group | 2 | 2 | 4 |  |
| Strike by projectile | | Leaders/  Participants/spectators | Layout (eg pitch markings, buffer channels), numbers and rules | 2 | 2 | 4 |  |
| Playing surface | | Leaders/  Participants/spectators | Appropriate footwear, spillages, evenness, trip potential, maintenance, weather effects (iced or bone dry/rutted) | 2 | 2 | 4 |  |
| Storage | | Leaders/  Participants/spectators | Clear access, adequate lighting | 2 | 2 | 4 |  |
| Instruction | | Leaders/  Participants/spectators | Sports-specific qualification, experience, first-aid qualification | 2 | 2 | 4 |  |
| Worsening of injury due to lack of attention | | Leaders/  Participants/spectators | Availability of helpers, first aid access | 1 | 3 | 3 |  |
| Participant health | | Leaders/  Participants/spectators | Employee health checks, gain prior knowledge of medical conditions, availability of emergency contact information, disability information knowledge | 1 | 3 | 3 |  |
| Equipment | | Leaders/  Participants/spectators | Age appropriate, maintenance and replacement needs  regular checks on condition | 2 | 2 | 4 |  |
| Child abuse (and allegations of) | | Leaders/  Participants/spectators | Codes of conduct, child safeguarding procedures, CRB checks | 1 | 3 | 3 |  |
| Missing/abducted child | | Participants | Teachers responsible for their group, contact site manager, inform police, mount localised search, PA system appeal | 2 | 2 | 4 |  |
| Extreme cold/heat exposure effecting health (eg dehydration) | | Leaders/  Participants/spectators | Appropriate clothing, postponement/cancellation protocols, availability of shelter. Application of suncream and use of hats | 2 | 2 | 4 |  |
| Dog bites | | Leaders/  Participants/spectators | In public spaces (eg Horsham Park) where dogs permissible politely request owners to move dogs to a 10 metre distance away from playing pitch | 1 | 2 | 2 |  |
| Car park accidents | | Leaders/  Participants/spectators | Demarcation and signage, marshalling, prior instructions, remind children | 1 | 3 | 3 |  |
| Infection due to dog muck | | Leaders/  Participants/spectators | Inspection and removal | 1 | 1 | 1 |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **HAZARD**  **Potential for harm** | **Persons we are responsible for** | | **PRECAUTIONS/CONTROLS**  **in place to reduce risk level** | **RISK (with controls applied)** | | | **NOTES** |
| **L** | **S** | **R** |
| **CORONAVIRUS-LINKED RISKS FOR SESSION** | | | | | | | |
| Virus transfer from person-to-person proximity | | Staff and participants | Take reasonable steps to ensure activities undertaken in a socially distanced way, including:   * Sport selection – some sports (eg athletics) and drills (ie individualised) lend themselves better to social distancing needs than others * Regularly brief children on need to maintain at least 2m distance from others * Organise areas to reinforce social distancing eg coned zones * Equipment collection protocols * Possible need for more turn-taking and waiting * Sessions to be outdoors wherever possible | 2 | 2 | 4 | Scientific evidence suggests coronavirus impact is minimal for vast majority primary aged children. Adults are more susceptible to complications of it however |
| Virus transfer via surfaces | | Staff and participants | * Children and staff to wash or sanitise hands immediately before and after each session * Minimise equipment sharing between children in different bubbles * Clean and sanitise sports equipment before and after use in session * Coach to avoid going inside school premises where it can be avoided | 2 | 2 | 4 |  |
| Virus transfer generally | | Staff and participants | * Request and remind staff and participants to sneeze and cough responsibly into tissues (or elbow if no other option) * Any participant or staff member showing symptoms of Covid-19 should notify a senior person within the school and should be supported to withdraw from the session and self-isolate as quickly as possible. In the case of the session coach needing to withdraw a teacher should take over the leadership of the session | 2 | 3 | 6 |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ADDITIONAL COMPETITION-SPECIFIC RISKS** | | | | | | | |
| **COMPETITION** | **HAZARD** | **PERSONS**  **RESPONS**  **FOR** | **PRECAUTIONS/ CONTROLS** | **L** | **S** | **R** | **NOTES** |
| Net/Wall Games | Squash wall collapsing  Table tennis table collapsing | Staff and participants  Staff and Participants | * Ensure wall is set up properly and weighted down sufficiently * Don’t let children play on/around wall * Move, set-up and secure properly | 2  2 | 2  2 | 4  4 |  |

The three columns (L, S, R) are for assessing the level or degree of risk. The first (L) is for an assessment of the likelihood of the hazard taking place, the second (S) for the severity of the hazard, both based on the following:-

|  |  |  |
| --- | --- | --- |
| **(L) LIKELIHOOD**  1. Hazard exists very infrequently; limited numbers exposed  2. Likely to occur; hazard exists intermittently or occurs occasionally  3. Likely to occur soon; permanent hazard or occurs daily / repeatedly; many may be exposed | **(S) SEVERITY OF HAZARD**  1. Could cause minor injury only   1. Could cause major injury/3 day or more absence 2. Could cause fatality/severe injury | **(R) RISK LEVEL** is product of Likelihood and Severity (LxS).  Very high risks score 6 or 9  Moderate risks score 3 or 4  Low priority risks score 1 or 2  **VERY HIGH RISKS NEED IMMEDIATE ACTION** |