

RISK ASSESSMENT

Ages Yr. 3/4 , Yr. 5/6, Yr. 7 & 8	Competition: Tag Rugby & Rugby	Venue: Leighton Buzzard Rugby FC	Date: See Events Calendar
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Ref No.	Hazard (What could cause harm?)	Risk of (How might someone be harmed?)	Risk to (Who might be harmed?)	Existing Control Measures (List all relevant controls to prevent hazard)	Likelihood	Severity	Risk Ranking	RAG Rating R/A/G
	COVID – 19	Transmission of Covid-19	School Staff Partnership Staff Participants	<p>Government Covid-19 guidelines to be always followed at the point of the event taking place. Including the wearing of masks by all if inside and/or outside if host venue risk assessment stipulates for external visitors</p> <p>Social Distancing measures to be applied and followed if applicable</p> <p>School to ensure their own policies and procedures are not compromised whilst participating in events</p> <p>Equipment will be sanitised at regular intervals where practically possible</p> <p>School / Partnership staff should ensure that participants/sports leaders sanitise their hands regularly – Schools-Sports Leaders to provide their own sanitiser and sanitise for equipment.</p> <p>Visiting schools and staff can request a copy of the host Covid-19 risk assessment if required</p> <p>Should any participant/sport leader or school staff member who has attended the event test positive for Covid-19 within 10 days of the event taking place, must notify the event organiser immediately.</p>	3	2	6	A
	Safeguarding	Anyone exposed to or at risk of being abused	School Staff Partnership Staff Participants	<p>Everyone attending the event has a responsibility to report any concerns they may have about anyone at the event to the Event Organiser at the earliest opportunity. Event Organiser will refer to and action the Vandyke Upper School Safeguarding Policy</p>	1	2	2	G

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D1	Ground Conditions	Slips / Trips / Falls Personal Injury Injury to Others Sickness from Ingesting Ground	Event Staff Comp Staff Volunteers Public Participants	Ground surface checked regularly by event manager Stop activity and move to another area if required Suitable footwear to be worn by all participants All surfaces to be checked before and during play for changes in condition				1	2	2	G
D2.1	Equipment - Lifting & Moving	Personal Injury Injury to Others Collapse	Event Staff Comp Staff Volunteers	Vehicles to transport heavy equipment around site Staff to only carry items that are within their capabilities Split loads, push, pull or roll equipment where possible.				1	1	1	G
D2.2	Sports Equipment	Faulty Equipment Dirty Equipment Equipment misused Slips / Trips / Falls and Collisions	Participants Event Staff Comp Staff Volunteers	Staff are trained on correct use of equipment Staff inspect equipment before use Faulty equipment is reported and replaced/removed				2	2	4	G

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D3	Environmental Risks	Heat Exhaustion Slippery Surfaces Slips / Trips / Falls and Collisions Litter / Sharp Objects (e.g. Glass)	Event Staff Comp Staff Volunteers	Encourage drink breaks and appropriate clothing Staff check the facilities to be used for any hazards e.g. litter / sharp objects First aiders will be present	3	2	6	A
	Inappropriate lighting	Reduced visibility – increased likelihood of collision(s) with equipment and/or participants/ staff.	Participants	Facility check prior to start of event – None use of facilities/areas with poor lighting conditions.	2	2	4	G
	Insufficient or unsuitable space	Increased likelihood of injury to participants /staff due to collision.	Event Staff Participants	Facility check prior to start of event – Limit on number of teams/participants (maximum capacity set). Facility used to be fit for activity.	1	3	3	G

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	Untidiness – causing trip / fire hazard	Increased likelihood of trip/fall. Blockage of designated fire escapes/exit routes.	Comp Staff Participants	Facility check prior to start of event. Removal of hazards. Participants instructed to leave personal belongings in designated areas away from emergency exits / activity area.	2	2	4	G
	Lack of fire escapes / extinguishers / procedures	Risk of injury/death due to fire	Volunteers Participants	Facility checked to ensure sufficient number of fire / emergency exits and extinguishers. Exits kept clear at all times. Participants briefed re fire procedure (exits & meeting point etc)	1	4	4	G
	Slip / trip / fall hazards	Risk of personal injury due to any of the above.	Participants Event staff	Activity area kept free of hazards at all times. Surface kept dry. Should areas become wet then participants will be notified accordingly.	1	2	2	G
	Inadequate ventilation	Risk of injury / illness due to poor or inadequate ventilation	Event Staff Participants	Facility check prior to start of event – Windows/doors and/or ventilation systems opened / utilised where necessary	1	3	3	G

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	Poor surfaces for activities – slips / trips / impact	Risk of personal injury due to any of the above.	Comp Staff Participants	Activity suitable for activity and kept free of hazards at all times. Surface kept dry. Should areas become wet then participants will be notified accordingly.	1	2	2	G
	Uneven Playing Surface	Slip Trips and Falls	Volunteers All	Facility check prior to start of event – Any areas	1	4	4	G
	Hard or sharp objects on pitch	Risk of personal injury due to contact with objects.	Participants All	Facility check prior to start of event – area cleared of potential hard/sharp objects.	2	2	4	g
	Collisions / Conflict with surrounding objects or people	Risk of personal injury due to collision with objects/people	Event Staff ALL	Equipment positioning checked prior to use to ensure suitable space for activity. Those not participating required to maintain adequate distance from activity area(s),	1	4	4	G
	Impact from Sports Equipment	Risk of personal injury due to collision with sports equipment	Comp Staff All	Ensure all surplus equipment is stored well away from the activity area.	2	2	4	G

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	Personal injury – fracture / sprains / cuts	Possibility of accidental injury due to physical nature of activity`	Volunteers All	Control measures in place to minimize risk to competitors/officials/staff. - Qualified First Aider present - Suitable first aid kit available - Access to phone etc	1	3	3	G
	Lack of information, training or instruction	Risk of injury to participants/ staff/officlas	Participants	Pupils to have previous experience of activity prior to competition. Procedures for the event will be outlined to all in attendance at the start.	1	4	4	G
	Poor activity planning or preparation	Risk of injury to participants /staff/officla s	Event Staff	Planning meetings prior to event – Competition format and structure explained to all at the start of the event.	1	4	4	G
	Poor activity delivery or organisation	Risk of injury to participants/s taff/officlas	Comp Staff	Staff / volunteers at event to be trained and/or briefed prior to event start. Planning meetings prior to event – Competition format and structure explained to all at the start of the event.	1	4	4	G
	Ignorance of rules and / or procedures	Risk of injury to participants/ staff/officlas	Volunteers	Rules/procedures clearly outlined and reinforced throughout the duration of the event. Ensure participants are eligible to participate – age, ability etc relevant to session.	2	2	4	G
	Unsafe behaviour or attitude	Risk of injury to participants/s taff/officlas	Participants	Rules/procedures clearly outlined and reinforced throughout the duration of the event – Measures in place to remove rule breakers / those acting in an unsafe manner from the activity areas.	1	4	4	G

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	Lack of appropriate first aid equipment and experience	Risk of injury to participants/staff/officlas	Event Staff	Suitably qualified first aider in attendance: - Suitable first aid kit available - Access to phone etc	1	1	1	G

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Version: **TWO**