

RISK ASSESSMENT FORM

Location: Trinity Road, Aston

Event: School Games

Dates: 10th October 2023, 5th December 2023, 27th February 2024, 23rd April 2024, 11th June 2024

Sport: Boccia

H – High, M – Medium, L - Low

IDENTIFY HAZARD	WHO MIGHT BE HARMED		LIST ANY CONTROLS	ADDITIONAL CONTROLS	
Look for hazards, which you could reasonably expect to result in harm under the conditions at the workplace. e.g. Slips/Trips, Fire, Electricity, Dust, Noise, Chemicals, Moving Parts, Vehicles, Fumes, Low Temp, Manual Handling	Do not list individuals, identify groups. E.g. Members of the public. Pay extra attention to: - Inexperienced Staff, Staff with disabilities and Visitors.	H M L	List any precautions that are in place	List any additional controls that may be used to improve those that are in use at present: - Remove the risk completely, add additional guarding, reduce the exposure time, substitute the task, PPE as a last resort.	H M L
Transport to activity	Participants and Staff	M	Individual school risk assessments.	Schools to keep their individual risk assessments updated.	M
Parking / collecting participants	Participants / staff / parents	M	Ensure court area is kept clear of obstructions at all times. Make clear to all participants that the car park is out of bounds once the competition begins. Mini Buses will be able to drive up to the top car park to drop off participants.	Staff / pupil awareness. Parents will only be able to pick up young people, not attend / spectate. Staff awareness, clear zones marked with cones.	M L
Pre event information	Participants and Staff	M	Briefing to take place on the Trinity Road field. All schools to have allocated zones which they will need to stay in with staff supervision.	Encourage pupils to maintain social distancing and use of gels.	M
Hygiene during the event	Participants, staff	L	All staff / pupils to be given a set of hand gels to use during the event.		L
Participants wearing large earrings, rings, chains, long necklaces and bracelets.	Participants	L	Briefing of participants – remove before competition.		

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Inappropriate clothing and/or footwear of Participants.	Participants	L	Briefing of Participants. It is preferable that participants are wearing a loose fitting top/"T" shirt, loose fitting trousers/tracksuit trousers and non marking training shoes.		L
Toilets	Participants and Staff	H	Students and staff will be allocated one changing room per school with separate toilets. These will be cleaned before and after use.	Cleaner to be aware of dates / times of events.	M
Seats	Seats will be wiped down with anti-bacterial wipes at the change of each game	M	Ensure all matches have a set of wipes.		M
Equipment		M	Ensure that all schools are allocated different equipment at the start of the competitions.		M
Young leaders / officials	Each school will be allocated their own equipment to take part in the event.	M	Young leaders and officials to be provided with hygiene gels and reminded of social distancing procedures.		
COVID Reporting procedures	Young leaders / officials to maintain social distancing and hygiene procedures.	M	Send out Google form where details must be filled in by the staff member attending the event.		M
	A lead contact name and phone number will need to be provided to the event organisers in advance.				

H – High, M – Medium, L - Low

Date: 10 / 09 / 2023

Signed:

A handwritten signature in black ink, appearing to read 'H. Tonks', is written over a light blue rectangular background.

Name: Helen Tonks (Partnership Manager)