



Significant Hazards	Current Control Measures <i>Comments/Recommendations</i>	Action to be taken by?	Completed? (OTD on the day or ✓ prior to event)	Likelihood (L) 1 - 5	Severity (S) 1-5	Risk Rating
Physical injury and anxiety (contd)	• Staff will disallow participation if the footwear is inappropriate. All footwear laces must be tied. For indoor events, if a participant's footwear is wet, muddy or unsafe, the participant will not be allowed to carry on competing /taking part until their footwear is clean and safe.	• GAP Staff and School Staff	• OTD			
	• No jewellery including watches / smart watches allowed to be worn by participants.	• GAP Staff, School Staff, Leaders and Participants	• OTD			
	• Sports clothing to be worn by participants and young leaders	• GAP Staff, School Staff, Leaders and Participants	• ✓			
	• Long hair of staff and participants is always tied back.	• GAP Staff, School Staff, Leaders and Participants	• OTD			
	• Staff supervise the session activities and ensure physical or violent conduct is not permitted.	• GAP Staff	• OTD			
	• Code of Conduct is written and contents are explained to participants.	• GAP Staff, School Staff, Leaders	• OTD			
	• No deliberate intent to harm will be tolerated. Participants are informed of disciplinary guidance and removal from event can be actioned.	• GAP Staff, School Staff	• OTD			
	• Young Leaders are briefed of their role, they receive supervision encouragement and advice and are never left in sole charge of participants.	• GAP Staff	• OTD			
	• All officials have the competence to perform at the required level, know the rules and apply them consistently.	• GAP Staff	• ✓			
	• Any officials who show concern at an event are mentored, reallocated to another role or removed.	• GAP Staff	• OTD			
Lost Participants/Abduction a. Physical Injury b. Anxiety c. Death	• School staff ensure participants arrive orderly and walk where appropriate.	• School Staff, GAP Staff, Leaders and Participants	• OTD	a. 1	a. 2	a. 2
	• Register taken with all participants, staff and young leaders numbers at the registration desk giving medical, contact and photo permission information where appropriate.	• GAP Staff and School Staff	• OTD	b. 2	b. 1	b. 2
	• All participants arrive with a staff member from their school and registered. All participants are collected at end of the activity by staff member not parents. Contact details for all schools available on the day. Schools are responsible for ensuring the safe collection of children in their care.	• School Staff	• OTD	c. 1	c. 5	c. 5
	• Participants to be supervised at all times and to be made aware that they must remain with the adult responsible for them at all times. Participants not to go outside of the event area. All activities are within an identified area which is communicated to staff and participants.	• School Staff, GAP Staff, Leaders and Participants	• OTD			
	• Designated toilet breaks are supervised by School Staff.					
		• School Staff	• OTD			



**Get Ahead Partnership**  
 Baysgarth School  
 Barrow Road  
 Barton upon Humber  
 North Lincolnshire DN18 6AE

Significant Hazards	Current Control Measures <i>Comments/Recommendations</i>	Action to be taken by?	Completed? (OTD on the day or ✓ prior to event)	Likelihood (L) 1 - 5	Severity (S) 1-5	Risk Rating
Lost Participants/Abduction (contd)	<ul style="list-style-type: none"> <li>The event is timetabled clearly with all participants designated a group and staff members for each session.</li> <li>Schools should notify GAP Staff if a participant is discovered to be lost. School and GAP staff ensure a thorough search is conducted of the event. In the event of the police being contacted, this will be in conjunction with facility staff and follow advice of authorities.</li> </ul>	<ul style="list-style-type: none"> <li>GAP Staff</li> <li>School and GAP Staff</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>OTD</li> </ul>			
Effects of fire or smoke.	<ul style="list-style-type: none"> <li>All fire exits routes must be clear and doors must be unlocked.</li> <li>Communicate the fire evacuation procedure at the site to all persons present and the session participants i.e. the location of the exit route and the location of the assembly point.</li> <li>Schools should keep a participants list as this will be used to undertake a roll call at the assembly point.</li> <li>A mobile phone is available to contact emergency services.</li> <li>Cooperate with the owners/managers of the facility to ensure that fire / evacuation procedures are adequate, communicated and maintained.</li> </ul>	<ul style="list-style-type: none"> <li>GAP / Site / Facility Staff</li> <li>GAP Staff</li> <li>School Staff</li> <li>GAP Staff</li> <li>GAP Staff</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>OTD</li> <li>OTD</li> <li>OTD</li> <li>✓</li> </ul>	a. 1 b. 1	a. 5 b. 5	a. 5 b. 5
Dehydration	<ul style="list-style-type: none"> <li>Session participants are reminded, by their school to bring drinking water to the event.</li> </ul>	<ul style="list-style-type: none"> <li>School Staff</li> </ul>	<ul style="list-style-type: none"> <li>OTD</li> </ul>	a. 1	a. 4	a. 4
a. Possible fatalities.						
b. Damage to lungs and respiratory system						

Significant Hazards	Current Control Measures Comments/Recommendations	Action to be taken by?	Completed? (OTD on the day or ✓ prior to event)	Likelihood (L) 1 - 5	Severity (S) 1-5	Risk Rating
Sports Hall	<ul style="list-style-type: none"> <li>Pre session inspection of the event area by staff to identify and remove or clear avoidable hazards or obstructions where it is safe to do so. Where removal is not safe, report the hazard to the centre manager.</li> <li>If hazards cannot be removed an alternate event area should be found or the event area reduced by excluding the hazards with cones or similar markers.</li> <li>Inspection shows that floors kept clean and swept regularly. Polishing does not leave a slippery finish.</li> <li>Any spills are quickly cleared and area not used until fully dry/no longer slippery</li> <li>All equipment (nets etc.) is appropriately spaced to reduce risk of collision. Football goals, basketball hoops are safely secured or removed from the sports hall environment.</li> <li>Replacement and repair of equipment is acted upon promptly when reported.</li> <li>Secure light coverings fitted. Strip lights do not provide flickering or stroboscopic effect.</li> <li>Doors, windows reinforced. Artificial lights are made of unbreakable materials or set in protective covers.</li> <li>Walls are smooth. Sharp edges on walls are covered.</li> <li>Activities appropriately spaced to reduce risk of collision.</li> <li>All equipment appropriately stored and participants made aware of hazards and possible risks.</li> <li>Replacement and repair of equipment is acted upon promptly when necessary.</li> <li>Event areas and equipment are suitable size for age and ability of those involved.</li> <li>Staff ensure doors are closed.</li> <li>Rooms are adequately/appropriately heated.</li> <li>Lighting is uniform.</li> <li>Fire Exits remain clear at all times.</li> <li>A fire assembly point is established at each site and all staff and participants know where this is.</li> <li>Staff ensure participants take all of their rubbish with them or dispose of it correctly at the site.</li> <li>Staff ensure that floor contamination does not occur due to participants spraying themselves with bottled water. No drinks allowed on event playing area.</li> <li>No deliberate head shots, if this is the case the participant will be removed and to no longer take part in the games.</li> <li>Staff and leaders to ensure the safe use of the badminton rackets by the children, any children seen to be using them in an incorrect manner will be asked to sit out from the event</li> <li>During all activities during the event, each will have their own game rules. Children must always listen and follow the these at all times.</li> </ul>	<ul style="list-style-type: none"> <li>GAP Staff</li> <li>GAP Staff</li> <li>GAP Staff and Facility Staff</li> <li>GAP Staff and Facility Staff</li> <li>GAP Staff and Facility Staff</li> <li>GAP Staff</li> <li>GAP Staff</li> <li>GAP Staff</li> <li>GAP Staff</li> <li>GAP Staff</li> <li>GAP Staff</li> <li>GAP Staff</li> <li>GAP Staff</li> <li>GAP Staff</li> <li>GAP Staff</li> <li>GAP Staff, School Staff, Leaders, Participants</li> <li>GAP Staff and School Site</li> <li>GAP Staff, School Staff, Leaders, Participants</li> <li>GAP Staff, School Staff, Leaders and Participants</li> <li>GAP Staff, School Staff, Leaders and Participants</li> <li>GAP Staff, School Staff, Leaders and Participants</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>OTD</li> <li>OTD</li> <li>OTD</li> <li>OTD</li> <li>✓</li> <li>✓</li> <li>OTD</li> <li>OTD</li> <li>✓</li> <li>✓</li> <li>OTD</li> <li>✓</li> <li>✓</li> <li>OTD</li> <li>OTD</li> <li>OTD</li> <li>OTD</li> <li>OTD</li> <li>OTD</li> </ul>	<ul style="list-style-type: none"> <li>a. 2</li> <li>b. 2</li> <li>c. 1</li> <li>d. 1</li> </ul>	<ul style="list-style-type: none"> <li>a. 2</li> <li>b. 2</li> <li>c. 2</li> <li>d. 2</li> </ul>	<ul style="list-style-type: none"> <li>a. 4</li> <li>b. 4</li> <li>c. 2</li> <li>d. 2</li> </ul>