

Team Challenge Day Risk Assessment

Title of Session	Team Challenge Day (Team Building Challenge Zones and Colour Run) 2 sessions 10.00am – 12.15pm & 1.00pm – 3.00pm				
Location	App Frod Sports & Social Club, DN16 1AA	Assessment by:	Sarah Burdett – School Sport Manager		
Date of Assessment	September 2023	To be reviewed by (Target Date)	August 2024	Date of Last Assessment (if applicable)	September 2022
Year Groups of Participants (if applicable)	KS1 & KS2	Groups at Risk	GAP Staff, School Staff, Leaders and Participants		

Significant Hazards	Current Control Measures Comments/Recommendations	Action to be taken by?	Completed? (OTD on the day or < prior to session)	Likelihood (L) 1 – 5	Severity (S) 1–5	Risk Rating
Physical injury and anxiety	<ul style="list-style-type: none"> The event is planned and supervised by GAP staff 	<ul style="list-style-type: none"> GAP Staff 	<ul style="list-style-type: none"> 			
a. Various injuries due to sprains and strains.	<ul style="list-style-type: none"> Make participants aware of potential hazards through introduction and demonstrations before any activity takes place. 	<ul style="list-style-type: none"> GAP Staff 	<ul style="list-style-type: none"> OTD 	a. 2	a. 2	a. 4
b. Choking/Asphyxiation	<ul style="list-style-type: none"> Adequate warm up time given. 	<ul style="list-style-type: none"> GAP Staff 	<ul style="list-style-type: none"> ✓ 			
c. Infection (Contaminated bandages and wipes may pose a biological hazard.)	<ul style="list-style-type: none"> School staff are responsible for first aid for and on their participants. Schools are advised of this responsibility prior to GAP staff attending. Staff are first aid trained An appropriately stocked first aid kit is present at each event. 	<ul style="list-style-type: none"> School Staff GAP and School Staff GAP and School Staff 	<ul style="list-style-type: none"> ✓ ✓ ✓ 	b. 1	b. 5	b. 5
d. Slip or trip accidents due to incorrect clothing and equipment	<ul style="list-style-type: none"> Staff aware of where additional first aid can be found at the App Frod Site Office. Injured participants/School Staff/ GAP Staff not moved until inspected by school staff/emergency services as necessary. 	<ul style="list-style-type: none"> GAP Staff School Staff 	<ul style="list-style-type: none"> ✓ OTD 	d. 1	d. 2	d. 2
e. Injury through violent conduct	<ul style="list-style-type: none"> Pre-existing medical conditions must be notified by school staff to GAP staff. 	<ul style="list-style-type: none"> School Staff 	<ul style="list-style-type: none"> OTD 	f. 3	f. 2	f. 6
f. Collision with other participants or staff.	<ul style="list-style-type: none"> Any medication required is with the person who requires it, e.g. asthma inhaler. 	<ul style="list-style-type: none"> GAP Staff, School Staff and Participants 	<ul style="list-style-type: none"> OTD 	g. 1	g. 5	f. 5
g. Ill health	<ul style="list-style-type: none"> Mobile phone to be available to summon prompt medical assistance without leaving the casualty. No chewing gum permitted during the event. Equipment is checked. Only appropriate equipment to be used. Equipment is only used in way it was intended. Know the full site address for the location of the session. Accurate instruction and site access required for the emergency services. Correct footwear is specified to participants prior to the session. School staff will be required to provide assistance help flush out eye irritation with water. School to be made aware that participants/staff may wear sunglasses to avoid contact with eyes and long sleeve tops to avoid powder on arms. Full Instructions issued at start to volunteers/school staff. These include throwing the powder away from faces and areas of concern at the event. 	<ul style="list-style-type: none"> GAP Staff GAP Staff, School Staff, Leaders and Participants GAP Staff GAP Staff, School Staff, Leaders and Participants. GAP Staff GAP Staff School Staff School Staff GAP Staff GAP Staff 	<ul style="list-style-type: none"> ✓ OTD ✓ OTD ✓ OTD ✓ OTD ✓ OTD 			

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
Physical injury and anxiety (contd.)	<ul style="list-style-type: none"> Staff will disallow participation if the footwear is inappropriate. All footwear laces must be tied. If a participant's footwear is unsuitable or unsafe, the participant will not be allowed to participate until their footwear is made safe or more suitable footwear is worn. 	<ul style="list-style-type: none"> GAP Staff and School Staff 	<ul style="list-style-type: none"> OTD 			
	<ul style="list-style-type: none"> No jewellery including watches / smart watches allowed to be worn by participants. 	<ul style="list-style-type: none"> GAP Staff, School Staff, Leaders and Participants 	<ul style="list-style-type: none"> OTD 			
	<ul style="list-style-type: none"> Sports clothing to be worn by participants. 	<ul style="list-style-type: none"> GAP Staff, School Staff and Participants 	<ul style="list-style-type: none"> ✓ 			
	<ul style="list-style-type: none"> Long hair of staff and participants is always tied back. 	<ul style="list-style-type: none"> GAP Staff, School Staff, Leaders and Participants 	<ul style="list-style-type: none"> OTD 			
	<ul style="list-style-type: none"> Staff supervise the session activities and ensure physical or violent conduct is not permitted. 	<ul style="list-style-type: none"> GAP Staff and School Staff 	<ul style="list-style-type: none"> OTD 			
	<ul style="list-style-type: none"> No deliberate intent to harm will be tolerated. Participants are informed of disciplinary guidance and removal from the event can be actioned. 	<ul style="list-style-type: none"> GAP Staff and School Staff 	<ul style="list-style-type: none"> OTD 			
	<ul style="list-style-type: none"> Participants to be supervised at all times. Participants not to go outside of the session areas. All activities are within an identified area which is communicated to staff and participants. 	<ul style="list-style-type: none"> School Staff, GAP Staff, Leaders and Participants 	<ul style="list-style-type: none"> OTD 			
	<ul style="list-style-type: none"> 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 session site. In the event of the police being contacted, this will be in conjunction with facility staff and follow advice of authorities. 	<ul style="list-style-type: none"> School and GAP Staff 	<ul style="list-style-type: none"> OTD 			
Effects of fire or smoke. a. Possible fatalities. b. Damage to lungs and respiratory system	<ul style="list-style-type: none"> School will lead their procedures should a fire break out at the event. 	<ul style="list-style-type: none"> School Staff 	<ul style="list-style-type: none"> ✓ 			
	<ul style="list-style-type: none"> Cooperate with the Facility Site Staff to ensure that fire / evacuation procedures are adequate, communicated and maintained. 	<ul style="list-style-type: none"> GAP Staff 	<ul style="list-style-type: none"> ✓ 	a. 1	a. 5	a. 5
	<ul style="list-style-type: none"> Schools should keep an attendance's list as this will be used to undertake a roll call at the assembly point. 	<ul style="list-style-type: none"> School Staff 	<ul style="list-style-type: none"> OTD 	b. 1	b. 5	b. 5
	<ul style="list-style-type: none"> A mobile phone is available to contact emergency services. This is in conjunction with App Frod Site Staff. 	<ul style="list-style-type: none"> GAP Staff 	<ul style="list-style-type: none"> OTD 			
Over exposure to the sun: a. Sunburn b. Heat stroke c. Dehydration / heat induced illness causing nausea, vomiting or unconsciousness.	<ul style="list-style-type: none"> Lengthy periods in direct sunlight are avoided where ever possible, sessions are structured suitably where possible, including adaptation to timings where necessary. 	<ul style="list-style-type: none"> GAP Staff 	<ul style="list-style-type: none"> OTD 	a. 1	a. 3	a. 3
	<ul style="list-style-type: none"> Schools should seek parents' approval and provision of sun cream. 	<ul style="list-style-type: none"> School Staff 	<ul style="list-style-type: none"> ✓ 	b. 1	b. 3	b. 3
	<ul style="list-style-type: none"> Sunglasses and/or hats are worn when they pose no danger to the wearer or other participants, depending on the activities. Schools advise children to bring water/drinks 	<ul style="list-style-type: none"> School Staff 	<ul style="list-style-type: none"> OTD 	c. 1	c. 4	c. 4
Using the toilet facilities whilst on site. a. Physical Injury b. Death	<ul style="list-style-type: none"> There is a large car park to cross, Participants must be supervised by school staff when attending the toilet whilst on site. 	<ul style="list-style-type: none"> GAP Staff & School Staff 	<ul style="list-style-type: none"> OTD 	a. 1	a. 5	a. 5
				b. 1	b. 5	b. 5

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Playing Fields/ School Fields	<ul style="list-style-type: none"> Pre session inspection of the session 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 App Frod Site Staff. 	<ul style="list-style-type: none"> GAP Staff 	<ul style="list-style-type: none"> ✓ 			
a. Cuts, grazes, blindness, infection, strain, sprain	<ul style="list-style-type: none"> If hazards cannot be removed an alternate session area should be found or the session area reduced by excluding the hazards with cones or similar markers. 	<ul style="list-style-type: none"> GAP Staff 	<ul style="list-style-type: none"> OTD 	a. 2	a. 2	a. 4
b. Trips, falls, collision, injuries	<ul style="list-style-type: none"> Broken glass, cans and rubbish are removed from session area (through visual inspection prior to activity). 	<ul style="list-style-type: none"> GAP Staff 	<ul style="list-style-type: none"> OTD 	b. 2	b. 2	b. 4
c. Staff and session participants being struck by vehicles	<ul style="list-style-type: none"> Practical measures are taken to keep animals off session surfaces. Weather conditions are assessed. In the event of severe weather leading to increased risks of injury the event does not take place. The course is marked, using non-toxic substances, in areas so surfaces are safe and level. Playing surfaces are regularly maintained to a satisfactory standard for safe play. Activities are appropriately spaced to reduce risks of collision. Improvised equipment is not used if it compromises safe practice. Replacement and repair of equipment is acted upon promptly when reported. Participants are made aware of hazards and possible risks. A fire assembly point is established at each site and all staff, leaders and participants know where this is. 	<ul style="list-style-type: none"> GAP Staff GAP Staff GAP Staff App Frod Staff GAP Staff GAP Staff GAP Staff and School Staff GAP Staff and School Staff GAP Staff, School Staff, Participants 	<ul style="list-style-type: none"> OTD OTD OTD ✓ ✓ ✓ ✓ OTD OTD 	c. 1	b. 5	c. 5
Team Building Challenge	<ul style="list-style-type: none"> Puzzle Zone: Key Tower; Puzzle Boxes; Tangram: Roller Ball Coordination Zone: Land Skis; Giants Maze; Board Walk Water Zone: Water Challenge; Water Tower Escape Zone: Electric Fence: Code Breaker Introduce activity and give verbal instructions. Explain how to use equipment safely. Choose level ground for activity. Limit the amount of water used during water zone challenges. All participants must use equipment as explained and adhere to the task instructions and guidance explained. 	<ul style="list-style-type: none"> GAP Staff, School Staff, Leaders and Participants 	<ul style="list-style-type: none"> OTD 	a. 2	a. 2	a. 4
a. Trips, slips, falls				b.2	b.2	b.4
b. Cuts, grazes, blindness, infection, strain, sprain				c.2	c.2	c.4
c. Injury from box, towers or wooden pieces.				d.1	d.2	d.2
d. Impact from tennis/ table tennis balls				e. 2	e. 2	e. 4
e. Injury from plastic pipe				f. 3	f. 2	f. 6
f. Contact with other participants						
Please also refer to the specific Colour Powder Safety and Cleaning Information Overview from Running Imp. This is a separate document in the Risk Assessment Folder.						