



# Risk Assessment Form

This form should be completed with a list of hazards that affect the session, and should be written from a coaching perspective, not a venue management perspective. For each risk assessment there should be associated Emergency Action plan to be used in case a risk occurs.

Venue:		Lime Woods Fields (start)	Venue Contact Name & Contact Details:	n/a
Address: (Include postcode)		Kingsway Chester CH2 2LL		
Group:		Chester Tri Club	Location of first-aider:	n/a
Date:		Tuesdays	Location of Defibrillator	Kingsway & Residents Association 61 Kingsway CH2 2LJ  Approx. 10min walk !!!
Time:		Meet 6.15pm Start 6.30pm	Location of telephone:	n/a
Participants:	Number:	Depend on how many pace groups there are on the day	Location of toilets:	n/a
	Age:	18-70	Location of changing rooms:	n/a
	Ability:	Mixed, novice to elite	Location of first-aid kit:	n/a
Lead coach name:		Dave Taylor Sally Napthen	Stocked and maintained:	n/a
Venue documents read and understood  (please ✓ appropriate box):		Normal operating procedures: n/a	Additional notes:	<ul style="list-style-type: none"> <li>• Grass area</li> <li>• Public roads</li> <li>• Open to public</li> </ul>
		Health and safety policy: n/a		
		Emergency action plan (EAP): Yes		
Name of person conducting risk assessment: Ina Morris		Electronically signed: I.Morris	Date: 14.06.22	

## Risk Assessment Form

<b>Location &amp; Description of Hazard:</b>	<b>People at Risk:</b>	<b>Level of Risk</b> (High/Medium/Low):	<b>Advice Required:</b> (from whom)	<b>Action(s) to Mitigate/ Remove Risk:</b>	<b>Person responsible for resolution:</b>	<b>Residual Risk:</b> After resolution	<b>Dates Reviewed</b>
Running area can be on grass, can be wet/ slippery or frozen	Participants Coaches public	Likelihood: high  Impact: medium	No	<ul style="list-style-type: none"> <li>• Safety brief at the beginning of the session</li> <li>• Making athletes aware of conditions</li> <li>• Reminding athletes to wear appropriate shoes and clothes prior to session</li> </ul>	Lead coach Run Leader	Likelihood: medium  Impact: medium	14.06.22
Area is open to members of public (dogs, children, walkers, etc.). Risk of collision	Participants Coaches public	Likelihood: high  Impact: medium	No	<ul style="list-style-type: none"> <li>• Safety brief</li> <li>• Communicate to members of public that a sports session is taking place</li> <li>• Ask dog walkers to keep dogs on lead</li> </ul>	Lead coach Run Leader	Likelihood: medium  Impact: medium	14.06.22
Weather condition (heat, cold, adverse weather conditions), risk of overheating, hypothermia, injuries, slipping	Participants Coaches public	Likelihood: high  Impact: medium	No	<ul style="list-style-type: none"> <li>• Safety brief</li> <li>• Stop/ cancel session if required</li> <li>• Remind athletes to hydrate/ keep warm</li> <li>• Adapt session, e.g. find a shady spot</li> </ul>	Lead coach Run Leader	Likelihood: low  Impact: medium	14.06.22
Kit and equipment left in the training area, trip hazard	Participants Coaches public	Likelihood: high  Impact: medium	No	<ul style="list-style-type: none"> <li>• Safety brief</li> <li>• Tidy equipment and kit away</li> <li>• Make it part of session etiquette</li> <li>• Checking whether facility is used by other athletes and if applicable ask them to tidy their equipment away</li> </ul>	Lead coach Run Leader	Likelihood: low  Impact: medium	14.06.22

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Dehydration, overheating, hypothermia	Participants coaches	Likelihood: medium  Impact: medium	No	<ul style="list-style-type: none"> <li>• Ensure everybody has drinks at hand and keeps hydrated</li> <li>• Bring extra water</li> <li>• Remind of appropriate wear prior to session</li> </ul>	Lead coach Run Leader	Likelihood: low  Impact: medium	14.06.22
Running/ session etiquette not being followed, risk of collision and frightening other participants and members of public	Participants Coaches public	Likelihood: medium  Impact: medium	No	<ul style="list-style-type: none"> <li>• Safety brief</li> <li>• Observe and if needed take action</li> <li>• Make members of public aware of athletes and vice versa</li> </ul>	Lead coach Run Leader	Likelihood: low  Impact: medium	14.06.22
Medical conditions and injuries of participants, risk of further injuries or medical emergencies	participants	Likelihood: medium  Impact: high	No	<ul style="list-style-type: none"> <li>• Register at beginning of session</li> <li>• Building rapport with athletes</li> <li>• Assessment of ongoing medical conditions</li> <li>• Adapt session</li> </ul>	Lead coach Run Leader	Likelihood: low  Impact: medium	14.06.22
Run routes are along/ on public roads	Participants Coaches public	Likelihood: medium  Impact: high	No	<ul style="list-style-type: none"> <li>• Safety brief</li> <li>• Run on pavements where possible</li> <li>• Run on right side of the road where no pavement</li> <li>• Wear high visibility kit/ head torches &amp; lights when running in the dark</li> <li>• cross roads at correct places or when told to do so by coach or group leader</li> <li>• Leader should ensure they keep track of all participants, if necessary, by deploying a person to become the back marker</li> </ul>	Lead coach Run Leader	Likelihood: low  Impact: high	14.06.22

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				<ul style="list-style-type: none"> <li>• Hard efforts should only be conducted where route is safe and certainly not across junctions</li> <li>• be aware of other pedestrians</li> </ul>			
Teaching incorrect technique, risk of injury	participants	Likelihood: low Impact: medium	Yes If yes, who: Senior coaches	<ul style="list-style-type: none"> <li>• Only teach drill you have a good knowledge of</li> <li>• Exchange and communicate with other coaches</li> </ul>	Lead coach Run Leader	Likelihood: low Impact: medium	14.06.22

Insert Diagram(s) of layout of venue with key safety elements marked (this page is intended to be shared between Risk Assessment and EAP):

