

St Bede's Catholic College

Sport Facility Operations Risk Assessment

Name of Risk Assessor: Leonie Wade	Date of Assessment: 20th January 2022	Assessment Review Date: 20th January 2024
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Identify the Activity and Persons at Risk

Describe the work activity: Sports Hire	Who might be harmed? Club staff, officials, players and spectators. Potential for vulnerable groups such as children and people with disabilities to be affected	Frequency of activity: Daily
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This risk assessment is part of *St Bede's* safety management strategy.

Hazard Identification	Risk Assessment			Identify Existing Controls		Action Plan		
Hazard or Potentially Hazardous Situation	Likelihood	Severity	Risk Rating	Existing Controls	Adequate	Additional Control Measures	By Whom	Action Date
Slip, trip or fall in and around the Ground	Possible	Slight	Low	Ongoing maintenance of Ground and level ground surfaces. Pre-match inspections and actions taken to remove slip hazards (e.g. mud and ice) or protect spectators from hazards using cones or barriers. First Aid equipment available on site, but all teams must carry one. Obvious trip hazards that cannot be easily removed highlighted in yellow or white paint or by a cone. All clubs to ensure they have a first aider with them and staff to support where necessary. Any accidents or incidents to be recorded in the log book and reported to manager on the day.	Yes	As funds become available there are plans to continue improving improve the Ground and reduce the risk further.	School	On going

Car park vehicle accident and resulting injury or damage to property or vehicle	Possible	Slight	Low	Car Park managed by staff member. Emergency access route and reserved parking spaces marked. Low speeds of vehicles in car park. No history of past incidents. Staff to call Police and Ambulance if needed and record all information in incident logbook.	Yes	Overflow car park has been resurfaced in 2019.	School	On going
Suspicious package inside Ground	Very unlikely	Very severe	Low	Documented investigation and partial/full evacuation procedures and messages to be followed by Staff. No recent history. Staff to call Police if necessary.	Yes	n/a	n/a	n/a
Fire	Very Unlikely	Very Severe	Medium	Fire risk assessment in place. Limited risk being outdoors. Extinguishers and fire blankets sited as identified in fire risk assessment. Pre-match inspections and subsequent control actions as necessary. Meet point is on the tennis courts. Staff trained in basic fire safety.	Yes	n/a	n/a	n/a
Disorder outside School before or after letting	Unlikely	Moderate	Low	Staff to maintain a watch over the school and its entrance area. CCTV installed in known sensitive areas. Areas to be locked when not in use. No recent history.	Yes	Increased staffing on day of events.	n/a	As required
Inappropriate or offensive language or chanting inside Ground	Likely	No injury	Low	Visible staff sited around Ground. Procedures for warning spectators and escorting them from the Ground. Call Police if necessary.	Yes	n/a	n/a	n/a

Extreme dangerous adverse weather conditions	Very Unlikely	Very severe	Low	No recent history of such weather conditions. Documented contingency procedures. Lettings to be cancelled two days before and contingency plans put in place. Staff to communicate with all teams and players. The school will post on social media.	Yes	n/a	n/a	n/a
Dangers to children in Ground	Unlikely	Severe	Medium	All clubs to ensure a Child Protection Officer is in place. Expectation that under-12s are with a responsible adult. Procedures for dealing with unruly children. Guidance to staff on how to respond if any child related concerns. No history. Site is secure with both entrances/exits manned by staff. Ravines to be monitored closely throughout the day. If necessary, a staff member to be assigned solely to the safety around the area.	Yes	n/a	n/a	n/a
Conflict between spectators and any players, match officials, club officials, stewards	Unlikely	Slight	Low	Stewards, Club officials, match officials and team management to monitor the situation in their different capacities and intervene as necessary. Incident recording and investigation process in place.	Yes	n/a	n/a	n/a

Damage to structures/theft or vandalism	Possible	Moderate	Medium	<p>Mainly goal posts and tennis courts. Pre-match inspections. On-going Ground maintenance. All areas to be locked at all times unless in use. Changing rooms to be locked by customer who will receive a key from a staff member in exchange for car keys/phone. Customers advised to place belongings in a car or take with them if they are not the only ones using them. All valuables to be kept with customer. Documented procedure for dealing with such conditions including cordoning off areas if necessary. All incidents to be reported to site staff asap and reported to police on 101.</p>	Yes	n/a	n/a	n/a
Lone Working	Likely	No injury	Low	<p>All staff to ensure they carry their mobile on them at all times in case of emergency. Manager will ensure they know who is working and a list of contacts is on the wall in the Community office.</p>	Yes	n/a	n/a	n/a

St Bede's Catholic College - RISK ANALYSIS MATRIX

Use the risk matrix to classify the perceived risk levels and prioritise the action plan

INJURY POTENTIAL SEVERITY	LIKELIHOOD				
	Very Unlikely (freak event)	Unlikely (unlikely sequence of events)	Possible (foreseeable under unusual circumstances)	Likely (easily foreseeable)	Very Likely (common occurrence)
Negligible (no injury/no disturbance)	Low	Low	Low	Low	Low
Slight (first aid injury, or minor disturbance)	Low	Low	Low	Medium	Medium
Moderate (medical treatment injury, or significant disturbance)	Low	Low	Medium	High	High
Severe (injury resulting in lost time, or large disturbance)	Low	Medium	High	High	High
Very Severe (long term disability or fatality, or major disturbance)	Low	Medium	High	High	High