

RISK ASSESSMENT/SAFE WORKING PRACTICE – SD011 Nottingham Ice Racing Club Off Ice Sessions

REF: SD011	TASK/ACTIVITY: Nottingham Ice Racing Club Off Ice Sessions						ASSESSMENT DATE: 28.07.15	
DEPT: Sports Development	LOCATION: Arena Bowl, concourse, Plaza, Stairs						ASSESSED BY: A Worth	
Who may be affected by the task/activity?	Venue	X	Public	X	Contractors	Promotors /Production	Other (please specify)	MANAGERS NAME: L Gawthorp
HAZARD	SAFETY RISK				SAFE WORKING PRACTICE/CONTROL MEASURES			
Training Environment Concourse Plaza Arena bowl steps Staircase leading from concourse to level 1 Directors Bar steps Emergency stairwell steps Equipment Bungee cord Trampoline Slideboard Therabands Skaters/Club members Coaches	Risk of personal injury to themselves and others Damage to equipment Slips trips and falls				Coach to be suitably qualified and possess a recognised coaching qualification NISA/EIHA Level 2 coaching qualification. Coach to check floor surface and training environment is safe & maintained prior start of session Coach to monitor training environment and report any defects to the Manager on Duty. Where defect is identified as being dangerous, off ice session will be stopped Suitable footwear and clothing to be worn by all participants, and laces tied properly. Coach to monitor the weather/environmental conditions inside and outside and stop the session if it becomes too dangerous. Staircase exercises to be done as running up the steps and walking down. Equipment to be inspected quarterly and replaced if worn or damaged and logged with Senior Coach Visual inspection of equipment to be carried out prior the start of the session. Item to be removed from use/storage until repaired. All equipment to be stored safely and access to the equipment restricted. Use of equipment to be supervised at all times by a suitably qualified coach. Coach to ensure that all activities off ice are carried out in a safe manner and activity suitable for the level and competency of the skater/club member. Coach to be 1 st aid qualified Coach to carry mobile phone/radio for use in an emergency situation. Coach to possess D&B Enhanced Disclosure certificate. Coach briefed on accident reporting procedure Any pupil acting in a disruptive or unsafe manner to be warned immediately and excluded from activity should unacceptable behaviour continue, any unacceptable behaviour to be reported to the parent/ Head Coach.			

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		<p>Coach to work in accordance with the governing body for Sport guidelines and/or manufacturer's recommendations.</p> <p>Coach to undertake Personal Professional Development in accordance with the Governing Body for Sport licensing requirements.</p> <p>HEAD COACH RESPONSIBILITIES</p> <ol style="list-style-type: none"> 1. Ensure all staff has received the relevant training and information to undertake the task. 2. Ensure all accidents or incidents are recorded. 3. Ensure only qualified coaches deliver the off ice training sessions and that qualifications are valid and up to date. 4. Ensure all staff use the correct equipment. <p>TRAINING</p> <ul style="list-style-type: none"> • Accident Reporting Procedure • First Aid • Manual Handling Information Sheet • NIC Fault reporting procedure • Coaches Continual Professional Development • NIC Safeguarding procedure <p>MANUAL HANDLING</p> <ul style="list-style-type: none"> • As required for accidents, moving equipment, assisting customers, <p>WORK EQUIPMENT</p> <ul style="list-style-type: none"> • Cord • Bungee cord • Trampoline • Slideboard • Therabands • Radio/mobile phone
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Further action required :						
Action to be undertaken by :		Review Date: 20.07.17				
The Residual risk rating must be calculated taking into account control measures already in place.						
Severity	3	X	Likelihood	1	= Risk Rating	3
<p>Guidance on risk rating.</p> <p>‘Risk Rating’ is a means of ‘measuring’ the risk by multiplying the <i>severity</i> by the <i>likelihood</i> e.g. a <i>severity</i> factor ‘MODERATE’ with a <i>likelihood</i> factor ‘POSSIBLE’ would give a risk rating of 2 x 2 which, of course, gives a ‘score’ of 4.</p> <p>‘Severity’ is rated as follows:</p> <ul style="list-style-type: none"> • FACTOR 3 = death, major injury and occupational diseases as defined by RIDDOR 2013 • FACTOR 2 = ‘over 3 day’ injuries as defined by RIDDOR 2013 • FACTOR 1 = injuries where persons may be off work for less than 7 days, or not at all <p>‘Likelihood’ is rated as follows:</p> <ul style="list-style-type: none"> • FACTOR 3 = could happen anytime • FACTOR 2 = might happen sometimes • FACTOR 1 = where harm is unlikely to occur <p>Risk ratings:</p> <ul style="list-style-type: none"> • (HIGH RISK) From 6 - 9 INTOLERABLE RISK LEVEL Immediate action required. • (MEDIUM RISK) From 3 - 5 TOLERABLE RISK LEVEL Risks must be reduced so far as is practicable. • (LOW RISK) From 1 - 2 BROADLY ACCEPTABLE RISK LEVEL Monitor and further reduce where practicable <p>Please note. Priority should be given to hazards that affect large numbers of people and/or could result in serious injury.</p> <p>IMPORTANT - This risk assessment should be reviewed every 24 months, or whenever there is a significant change in the task or activity and following any accident or incident involving this task or activity.</p>						

SIMPLE RISK MATRIX			
	SEVERITY		
LIKELIHOOD	Factor 1 – MINOR	Factor 2 – MODERATE	Factor 3 – MAJOR
Factor 3 - LIKELY			
Factor 2 - POSSIBLE			
Factor 1 - UNLIKELY			

RISK TREATMENT KEY
INTOLERABLE RISK LEVEL Immediate action required
TOLERABLE RISK LEVEL Risks must be reduced so far as is practicable
BROADLY ACCEPTABLE RISK LEVEL Monitor and further reduce where practicable