**Risk Assessment: <Insert Activity>**

| **Date:** | **Assessed by:** | **Location :** | **Review :** |
| --- | --- | --- | --- |
| / /20 | <Insert Name> | <Insert location> | < Review Date> |

**N.B. The following two examples are not specific to any venue or activity.**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **What has the potential to cause harm (hazards)?** | **Who might be harmed and how?** | **What are you already doing to minimise the risk?** | **Risk Rating** | **What else can you do to control this risk?** | **Resultant Risk Rating** | **Action by whom** | **Target date** | **Complete** |
| ***EXAMPLE***  *Throwing objects* | *Athletes, coaches, venue staff, spectators*  *Struck by object* | * *All parents at training must sit in the stand* * *Follow venue safe practice guidance* * *Placing signage at key entry points when throws are taking place* * *Only one long throws group training at a time* | *M* | * *Introduce an annual health & safety session for all throw’s athletes* * *Work with facility operator to ensure infield is roped off during training* | *L* | *Lead Throws Coach* | *31/05/20* | *20/05/20* |
| ***EXAMPLE***  *Spread of Covid-19* | *Athletes, coaches, venue staff, parents, other venue users*  *Contracting virus from an infected individual* | * *Facility Covid-19 guidance issued to all stakeholders prior to resumption of activities* * *Hand washing facilities in place with soap and water* * *Hygiene guidance circulated to all stakeholders prior to resumption of activities* * *Gel sanitisers made available to all training groups* * *Athletics encouraged to use own equipment where possible* * *All equipment cleaned prior to, and after training* | L | * *Frequently remind all athletes and coaches to wash and/or sanitise their hands* * *Limit items of equipment to use by one athlete during a session* * *Review schedule of training sessions to limit the number of athletes and coaches in the venue at any one time* | L | *Covid Coord* | *31/05/20* | *20/05/20* |
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