|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Hazard | Risk | Persons At Risk | Risk | Mitigating Controls | Risk |
| Poorly organised/controlled training sessions/matches | Players and/or coaches being put at risk from poorly organised and managed sessions  Strains and Injuries during and after play | * Coaches * Players * Parents * Carers | H | * Coaching Sessions must be planned/led/supervised by a minimum FA Level 1 qualified coach, leading a session at a ratio of 1:10 * Liaise with facility officials upon arrival for instructions if required (first aid, fire evacuation, general reporting, etc) * Sessions planned must be suitable for the age group * Ensure adequate warm up/warm down periods * Ensure playing venue/pitch is suitable and safe, and checked before use * All Coaches and volunteers must hold an in-date Enhanced DBS Check * All coaches must hold an in-date FA first aid qualification * Club officials (Secretary, Club Welfare Officers) to be notified in event of any injury, incident or welfare concern. | L |
| Injuries to players during matches | Strains and Injuries during and after play  Slips, trips, shin kicks, injuries arising thereafter | * Players | H | * Coaches to be minimum FA Level 1 qualified * Where possible matches to be refereed by a qualified referee. * Ensure adequate warm up/warm down periods * Ensure playing venue/pitch is suitable and safe, and checked before use * All Coaches and volunteers must hold an in-date enhanced DBS Check * All coaches must hold an in-date FA first aid qualification * Players to wear suitable kit, footwear and shin pads * Parents of players wearing spectacles will be strongly advised by the club that suitable safe sports eyewear should be obtained and worn in place of regular spectacles. * Club officials (Secretary, Club Welfare Officers) to be notified in event of any injury, incident or welfare concern. | L |
| People participating who are not eligible or medically fit | * People becoming injured/taken ill | * Players * Coaches | H | * Ensure participants are eligible to participate – age, ability etc relevant to the session * Ensure participants are medically fit to participate, enquire with parents in sensitive and confidential manner * Ensure coaches are informed of any illness or injury * Ensure first aid kit is available and coaches are first aid trained * Ensure coaches are aware of procedure for notifying club officials in the event of a player becoming unwell or injured. | L |
| Manual Handling while carrying or setting up equipment | * Manual handling injuries (cuts to hands, strains, sprains, etc) | * Players * Volunteers * Coaches | H | * Appropriate instructions are given on how to lift, move or set up items of equipment * Ensure enough coaches and volunteers are available to move heavy objects as required * Ensure sufficient coaches and volunteers are available to move and set up equipment as required, and provided with suitable access equipment such as steps (to safely put up goal nets). * Where possible mechanical aids such as a trolley should be used to move heavy items or kit | L |
| Condition and access of play area (grass, astroturf, tarmac, indoor areas), i.e. Slippery, wet, uneven, dirty, dog faeces, litter, glass, large bricks and stones | * Slips, Trips, Falls and obstruction of access | * Coaches * Players * Parents * Carers | H | • Prior inspection of the surface to ensure it is safe for the session/game to take place  • Access to Qualified First Aider, First Aid Kit and Telephone  • Check and communicate the access that is available, e.g. wheelchair access, long distances, poor ground etc.  • Be aware of expected access routes for emergency services.  • Cordon off contaminated or damaged areas; notify the owner of the facility of the concern. Cease activities where necessary. Report concerns of safety/safeguarding to club officials. | L |
| Any obstructions i.e. Benches, Chairs, Equipment, Bags surrounding the play area | * Slips, Trips & Falls | * Coaches * Players * Parents * Carers | H | •Removal of any items to a safe distance from around the sides of the playing area  • Access to Qualified First Aider, First Aid Kit and Telephone  •Cordon off contaminated or damaged obstructions; notify the owner of the facility of the concern. Cease activities where necessary. Report concerns of safety/safeguarding to club officials.  Be aware of (and use if necessary) welfare facilities to maintain personal hygiene | L |
| Child protection | * Participants vulnerable from members of the public | * Players * Coaches | H | • Ensure that participants leave the play area with a “buddy” (to the toilets/drink/break etc); responsible adult (club official or other recognised adult such as Respect Ambassador).  • Coaches awareness of spectators at open access sessions and general public areas. Volunteers (particularly Respect Ambassadors) to support with monitoring spectators.  • All coaches and volunteers to have in date enhanced DBS check.  • Photography requires written consent from parent / guardian. The club will, as far as is reasonably practicable, ensure photographs displaying children are not posted on social media.  Brief all participants before each session  •Leaders/team appointed persons to make appropriate enquiry to members of the public  •All coaches, volunteers, and parents/guardians/observers to be made aware of the club’s code of conduct and relevant policies (including the clubs policies towards photography, GDPR and social media.)  •All coaches, volunteers, and parents/guardians/observers to be made aware of the contact information for club officers, particularly the Club Welfare Officers.  •Club officers to perform unannounced visits at matches and training sessions to (as far as is reasonably practicable) ensure compliance  •Each team to have recognised “Respect Ambassadors” | L |
| General activities | * Strains and Injuries during and after play | * Players * Coaches | H | • Medical information / emergency contact details available to key staff.   * Be aware of expected access routes for emergency services. * Access to qualified first aider, first aid kit and telephone * All medical incidents and injuries are to be recorded are escalated to the club officials | L |
| Existing medical conditions (such as Asthma) | * Unavailability of urgent medical treatment to alleviate condition/symptoms | * Players | H | * Medical information / emergency contact details available to key staff. * Coaches to be provided with players medicines (marked with players names) at the start of sessions. To be collected by the player at end of session. * Access to qualified first aider, first aid kit and telephone | L |
| Use of equipment | * Slips, trips, shin kicks, injuries arising thereafter | * Players * Coaches | H | * Safety of portable goals – ensure that posts are correctly secured and fixed together/weighted if necessary * Ensure participants have appropriate footwear * Ensure participants have shin pads * If playing indoors, spillages to be cleaned up immediately. Drinks to be consumed away from playing areas. * Participants only to be permitted to eat foodstuffs at suitable times ie before/after commencing activities or exercise, games or training sessions. | L |
| Use of 3rd party facilities | * Fire, accidents * injury relating from physical exertion/training (sprains, breaks, twists, cuts and abrasions) | * Coaches * Players * Parents * Carers | H | * When using an indoor venue ensure that appropriate equipment is used such as soft balls and cones * Ensure coach is aware of the facilities fire evacuation procedure and key contacts. * Ensure all participants do not stray from authorised areas * Ensure appropriate clothing and footwear is worn in relation to the playing surfaces * Ensure club representatives are aware of the facilities’ reporting and escalation procedure. | L |
| Weather/environmental/indoor Conditions | * Dehydration, heatstroke, sunburn Hypothermia, pneumonia | * Coaches * Players * Parents * Carers | H | * Regular breaks and access to drinking water/drinks * Appropriate clothing, footwear and protection against prevailing conditions * Contingency plans for adverse weather * Asses the conditions and plan accordingly. Hats/sun cream if sunny, extra appropriate clothing if cold and/or wet * Cease activities where necessary. Report concerns of safety/safeguarding to club officials. * Ensure sufficient lighting (artificial or natural) will be present through the planned duration of the session. | L |

**Key club contacts**

|  |  |  |  |
| --- | --- | --- | --- |
| Phil Tomkinson | Chairman | 07398 690267 | philtomkinson@hotmail.co.uk |
| Kerry Tomkinson | Treasurer | 07989 926670 | [Kerry.moore7275@gmail.com](mailto:Kerry.moore7275@gmail.com) |
| Kevin Hoult | Secretary | 07963 662646 | Kevin.hoult@dynamos.plus.com |
| Simon Taylor-Clarke | Club Welfare Officer | 07369 200580 | simontc@sky.com |
| Amanda Taylor-Clarke | Assistant Club Welfare Officer | 07968 342712 | amandatc@sky.com |
|  |  |  |  |
|  |  |  |  |