

KICK ON HEALTH & SAFETY RISK ASSESSMENT



PLEASE COMPLETE THIS RISK ASSESSMENT IN AS MUCH DETAIL AS POSSIBLE AND SEND TO LUKE.CRAGGS@LINCOLNSHIREFA.COM ONCE YOU HAVE COMPLETED THE SMARTSHEET APPLICATION.

Provider Name:	
Venue Address:	
Venue Name:	
Activity Start Date:	
Kick On organiser contact details:	
Name and contact details of person completing this form	

Details of Activity: This risk assessment covers the general duties and tasks of a coach/volunteer and has been produced in accordance with the FA policy and best practice.

Emergency Arrangements:

First Aid: <i>Please confirm with venue prior to completing this section</i>	
Any person discovering a fire: <i>Please confirm with venue prior to completing this section</i>	
On hearing the fire alarm: <i>Please confirm with venue prior to completing this section</i>	
Who will call for the Fire & Rescue service if needed: <i>Please confirm with venue prior to completing this section</i>	
Location of Assembly Point: <i>Please confirm with venue prior to completing this section</i>	

Nearest Emergency Services:

<i>Please confirm with venue prior to completing this section</i>	<i>Please confirm with venue prior to completing this section</i>
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Provider Declaration:

I have read this document and am satisfied that:

- It constitutes a suitable and sufficient risk assessment in respect of the event and that the precautions identified above are sufficient to control the risks.
- Appropriate arrangements are in place to communicate the risk assessment findings and to co-ordinate the safety arrangements of all those affected, e.g. participants, venue, coaches, volunteers
- Coaches/Participants that are experiencing Covid-19 symptoms or are self-isolating must not participate. Any Coach or participant that starts to feel unwell will inform the Organiser immediately

Print Name:	
Print Name:	Contact Number:





INTRODUCTION



These Risk Assessments have been drawn up in accordance with the Management of Health and Safety at Work Regulations 1999 to identify the significant hazards presented during the activity and incorporate Covid-19 controls. to describe how the risks arising from such hazards will be controlled.

This document is an over-arching accompaniment to the activity specific risk assessments provided by contractors to the production: it is not exhaustive. This assessment identifies areas of interaction between contractors and indicates how general control measures will be implemented.

The process of risk assessment is on-going, with dynamic assessments being conducted by competent staff throughout the event. It is possible that the assessments in this document may be amended or augmented as new risks are identified or more refined control systems developed. Risk Rating

Each assessment identifies two risk ratings; the initial risk which assesses the hazard without any design, engineering or management controls in place.

The residual rating gives an indication of the resulting level of danger once all the controls identified have been implemented. For ease of reading these assessments have not utilised on simple grading of risk from high to negligible.

Likelihood (L)	1 - Very Unlikely	2 - Unlikely	3 - May Occur	4 - Likely	5 - Very Likely	6 - Will Occur
Severity (S)	1 - Very Minor Injury	2 - Minor Injury	3 - Lost Time	4 - Major Injury	5 - Fatality	6 - Multiple Fatalities
Who Might Be Harmed	Coaches/Volunteers		Participants		Public	
Risk Factor (LxS)	1-6 = LOW No Action Required		7-17 = MEDIUM Some Action Required		18-36 = HIGH Immediate Action & Further Controls Required	



PRE-ACTIVITY TASKS



Task or Activity: Arriving/Parking

Hazards: Pedestrian and vehicle conflict/ Musculoskeletal Injuries/Obstruction of emergency vehicles

Likelihood: 3 – May Occur

Severity: 3 – Lost Time

Persons at Risk: Coaches/Volunteers, Public.

Initial Risk Rating: Medium (3x3)

Existing Controls:

- Emergency vehicle access/parking will be kept clear at all times
- Coaches, volunteers and participants advised to follow the venue parking rules
- Parking arrangements will be appropriately communicated.

Covid – 19

- Participants living in different households should not car-share.
- Coaches / volunteers and players should use hand sanitiser prior to playing, during breaks and at the end of the session.

Further Action Required:

- Appropriate separation between pedestrians and vehicles will be maintained.

Residual Risk Rating:

LOW (1 x 3)





Task or Activity: Unloading/Loading of vehicles. Manual handling of equipment to location.

Hazards: Musculoskeletal injuries

Likelihood: 3 – May Occur

Severity: 3 – Lost Time

Persons at Risk: Coaches/ Volunteers

Initial Risk Rating: Medium (3x3)

Existing Controls:

- Coaches/ Volunteers should not handle more than can be easily managed.
- Coaches/ Volunteers should be use good manual handling techniques:
 - Think before lifting - remove obstructions,
 - Keep the load close to the body,
 - Adopt a stable position with good posture,
 - Get a good hold,
 - Avoid excessive flexing/twisting/leaning.
- Coaches/ Volunteers should not handle more than can be easily managed
- All kit and equipment being used will be contained within the recommended handling equipment e.g sports holdall / kit bag.
- Loose items to be secured in transit
- Vehicles should not be overloaded, or driver visibility should not be obstructed.

Covid-19

- Equipment should be kept to a minimum.
- Organiser and participants should use hand-sanitiser prior to handling equipment.

Further Action Required:

- If possible, unload equipment as close to intended location as possible.

Residual Risk Rating: LOW (1 x 3)



Task or Activity: Set up of Delivery Areas / Pitch

Hazards: Slips and trips, manual handling

Likelihood: 2 – (Unlikely)

Severity: 2 – (Minor Injury)

Persons at Risk: Coaches/ Volunteers

Initial Risk Rating: Low (2x2)

Existing Controls:

- Coaches/ Volunteers should not handle more than can be easily managed
- Task appropriate footwear to be worn
- Pitch should be checked and hazards removed, such as dogs mess and litter.
- Level 1/ Playmaker/safeguarding and Emergency First Aid Coach training

Covid-19

- Equipment should be kept to a minimum.
- Organiser and participants should use hand-sanitiser prior to handling equipment.

Further Action Required:

- None

Residual Risk Rating:

4 Low (2 x 2)





EVENT RELATED ACTIVITIES

Task or Activity:	Coaching Activities		
Hazards:	Sporting injuries, slips trips and falls.		
Likelihood:	3 – May Occur	Severity:	3 – Lost Time
Persons at Risk:	Coaches/ Volunteers, Participants		
Initial Risk Rating:	Medium (3x3)		

Existing Controls:

- Activity area will be set up safely, clear of any slip and trip hazards
- Adequate preparation including coaches/volunteers made aware of any existing medical or physical conditions, warm ups, stretching
- Task appropriate clothing and footwear to be worn by coaches/volunteers and participants
- Activity rules explained to all participants before starting
- Supervision at all times by Level 1/Playmaker/safeguarding and Emergency First Aid Coach training

Covid-19

- Ensure activity complies with Govt. and FA guidance especially in relation to current social distancing requirements

Further Action Required:

- None

Residual Risk Rating:	6 - Low (2x3)
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Task or Activity:	Operation of Activity		
Hazards:	Fire		
Likelihood:	2 – Unlikely	Severity:	4 – Major Injury
Persons at Risk:	Coaches/Volunteers, Participants		
Initial Risk Rating:	Medium (2x4)		
Existing Controls:			
<ul style="list-style-type: none">Indoors all fire arrangements should be provided by the staff in control of the premisesOutdoor activities there will be minimal risk of a fire occurring, however any concerns will be raised by the coaches/volunteers to the staff in control of the premises			
Covid-19			
<ul style="list-style-type: none">In the event of an emergency evacuation, the 2m social distancing should be maintained at the assembly point.			
Further Action Required:			
<ul style="list-style-type: none">None			
Residual Risk Rating:	4 - Low (2x2)		





Task or Activity: Operation of Activity

Hazards: Inadequate First Aid Provision

Likelihood: 3 – May Occur

Severity: 3 – Lost Time

Persons at Risk: Coaches/ Volunteers, Participants

Initial Risk Rating: Medium (3x3)

Existing Controls:

- All coaches/ volunteers carry a first aid kit with enough provision of supplies for the number of delegates
- First aid provision should be managed by the staff in control of the premises
- Any accidents or incidents should be recorded
- Adequate ambulance access must be maintained
- Level 1/Lead Playmaker qualified coaches first aid training.

Covid-19

- Where possible individuals are encouraged to self-administer first-aid for smaller injuries.
- For more significant injuries the emergency services should be called.

Further Action Required:

- Coaches/Volunteers should have access to a first-aid kit and participants made aware of its location if required to self-administrate first-aid.

Residual Risk Rating:

6 - Low (2x3)



Task or Activity: Movement Around Facilities

Hazards: Trips, Slips (showers, toilets footpaths etc.)

Likelihood: 3 – May Occur

Severity: 2 (Minor Injury)

Persons at Risk: Coaches/ Volunteers, Participants

Initial Risk Rating: Low (3x2)

Existing Controls:

- Coaches/ Volunteers to inspect the route and facilities ahead of movement and address any issues.
- Adequate levels of supervision and instruction will be in place.
- Weather conditions to be considered.

Covid-19

- Coaches / volunteers and players should adhere to any venue specific Covid-19 instructions e.g one-way systems.

Further Action Required:

- None

Residual Risk Rating:

6 - Low (2x3)



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to begin your Kick On delivery**



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