

# Health & Safety

# Risk Assessment Procedure

**Location: Marlborough College (Main field / Meadows / Athlete's village / Opening ceremony / Stage)**

Process: Site Specific Risk Assessment.

Activities being delivered to be assessed separately by delivering tutor's / coaches:

Activities:

1 / Pedestrian / participants movements on foot

2/ Opening ceremony of School Games

3/ Participation in activities within the Athletes village

4/ Performances and stage use

**Date: 10/6/18 (To be reviewed on 4<sup>th</sup> July 2018)**

(This risk assessment will be reviewed on an ongoing basis.)  
Assessed by – Rik K Grover

Person(s) Group(s) at Risk:

1 / Athletes / Participants

2/ Organisational staff

3/ Individual school staff and spectators

Hazard / Harm Potential		Likelihood	X	Consequence	=	Risk Rating
1	Slips, trips and falls on uneven / slippery surface and cables	2		4	=	8
2	Exposed stream to one side of area	2		5	=	10
3	Heat related conditions / illnesses	3		2		6
4	Electric shocks and burns from portable generator / electrical systems	2		5	=	10
5	Possible catastrophic event or hostile incident	1		5		5

### Likelihood (5 x 5 matrix)

### Consequence (5 x 5 matrix)

1	Very unlikely	1	Insignificant – no injury
2	Unlikely	2	Minor – minor injuries requiring first aid
3	Fairly likely	3	Moderate – up to 7 day's absence
4	Likely	4	Major – more than 7 days absence
5	Very likely	5	Catastrophic - death

### Risk Rating

1 - 4 = Acceptable limits	5 - 9 = Adequate	10- 16 = Tolerable	17 - 25 = Unacceptable
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Location: Marlborough College (Main field / Meadows /Athletes Village)

Name of Person(s) Completing Form: Rik K Grover

Activity: 1 to 3 on page 1

(Site Specific) Risk Assessment

Date of Assessment: 10/6/18 (To be reviewed on 4th July 2018)

Ref. No.	Description of Hazard/s and possible consequences	Required Control	Control in Place/Taken	Number and occupation of people affected	Position of Person Responsible for Controlling the Activity	Risk Rating
1	Slips, trips and falls on uneven / slippery surface and cables.  Possible cuts, grazes and sprains. Potential for broken limbs	All persons to follow designated routes and instructions, when in the specified areas and whilst taking part in various organised activities.  All persons to be thoroughly briefed regarding the site and potential hazards. Any cables and related equipment to be secured correctly. Stage surface to be dry and clear of obstructions.	Organisational staff to direct and control all movements of persons and activities.  Appropriate signage and barriers to be in force  Stage surface to be continually monitored for hazards and condition.	Number: 2300  Occupations: Students, school staff, tutors and coaches. Organisational staff and leaders	Member of organisational staff:  Rik Grover Alma Borthwick Joy Rickard Kirsty Brown  Individual schools 'Responsible person'	8
2	Exposed stream  Possible trips and falls into cold water from a height, potentially resulting in cuts, grazes and broken limbs. Exposure to cold water and near drowning possible.	All persons to follow designated routes and instructions, when in the specified areas and whilst taking part in various organised activities.  All persons to be thoroughly briefed regarding the site and potential hazards.	Organisational staff to direct and control all movements of persons and activities.  Appropriate signage and barriers to be in force	Number: 2300  Occupations: Students, school staff, tutors and coaches. Organisational staff and leaders	Member of organisational staff:  Rik Grover Alma Borthwick Joy Rickard Kirsty Brown  Individual schools 'Responsible person'	10
3	Heat related conditions / Illnesses  Heatstroke, Heat Exhaustion, Dehydration and Sunburn  Confusion, Nausea, dizziness, possible seizures and loss of consciousness. Minor burns	All persons to be thoroughly briefed regarding exposure to sun and heat and the precautions to be taken including hydration advice.	Designated school staff and organisational staff, to have thoroughly briefed all participants, re precautions and actions to be taken.  Advice for schools and participants has been emailed to all designated school staff.  Drinking water issued and available on site.	Number: 2300  Occupations: Students, school staff, tutors and coaches. Organisational staff and leaders	Member of organisational staff:  Rik Grover Alma Borthwick Joy Rickard Kirsty Brown  Individual schools 'Responsible person'	6

4	<p>Portable generator and electrical systems</p> <p>Electric shocks and burns if handled inappropriately. Possible head, neck or spinal injuries. Possible cardiac arrest</p>	<p>All persons to observe designated routes and instructions when in the specified areas and whilst taking part in various organised activities.</p> <p>All persons to be thoroughly briefed regarding the site and potential hazards.</p>	<p>Organisational staff to direct and control all movements of persons and activities.</p> <p>Appropriate signage and barriers to be in force.</p>	<p>Number: 2300</p> <p>Occupations: Students, school staff, tutors and coaches. Organisational staff and leaders</p>	<p>Member of organisational staff:</p> <p>Rik Grover Alma Borthwick Joy Rickard Kirsty Brown</p> <p>Individual schools 'Responsible person'</p>	10
5	<p>Possible catastrophic event or hostile incident</p> <p>Potential for minor injuries during evacuation. Possible major injuries or catastrophic event</p>	<p>All persons to follow designated routes and instructions, when ordered to do so by designated persons.</p> <p><b>All persons to muster on grass area in-between main car park and information point (Marked 'B' on map)</b></p> <p><b>Roll call to carried out by designated team / school managers. Outcome of roll call to be reported to Alma Borthwick / Rik Grover</b></p>	<p>Organisational staff / delivering tutors or coaches, to brief all persons re evacuation procedures. Staff to direct and control all movements of persons in the event of an incident</p>	<p>Number: 2300</p> <p>Occupations: Students, school staff, tutors and coaches. Organisational staff and leaders</p>	<p>Member of organisational staff:</p> <p>Rik Grover Alma Borthwick Joy Rickard Kirsty Brown</p> <p>Individual schools 'Responsible person'</p>	5