

Health & Safety

Risk Assessment Procedure

Location: Marlborough College (Old tennis Courts – near Athletics track)

Process: Site Specific Risk Assessment - Activity to be held on the courts, to be assessed separately by delivering tutor / coach:

Chris Penny

Activities:

1 Tennis (Primary)

Date: 30/5/18 (To be reviewed on 4th 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 / Students

2/ Organisational staff, Coaches and Tutors

3/ Individual school staff and spectators

Hazard / Harm Potential		Likelihood	X	Consequence	=	Risk Rating
1	Trips, slips, falls and impacts	2		4	=	8
2	Knocks, collisions or impacts	2		4	=	8
3	Heat related conditions and illnesses	3		2	=	6
4	Possible catastrophic event or hostile incident	1		5	=	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 (Old tennis courts – near Athletics track)

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

Activity: Tennis (1 on page 1)

(Site Specific) Risk Assessment

Date of Assessment: 30/5/18 (To be reviewed on 4th July 2018)

Ref. No.	Description of Hazard/s and possible consequences	Required Control	Control in Place/Already taken	Number and occupation of people affected	Position of Person Responsible for Controlling the Activity	Risk Rating
1	Trips, slips and falls on uneven / slippery surface Possible cuts, grazes and sprains. Potential for broken limbs and concussion	All persons to follow designated routes and instructions, when in the specified areas.	Organisational staff to direct and control all movements of persons. Signage and barriers to be in force Annual audit of site carried out by college safety officer	Number: 50 Occupations: Students, school staff, tutors and Coaches. Organisational staff and leaders.	Member of organisational staff: Danny Geeson Deliverer: Chris Penny Designated School 'Team Managers'	8
2	Knocks, collisions and impacts with 'sports furniture / equipment' and static barriers and posts Possible cuts and grazes, potential for broken limbs and concussion	All persons to be thoroughly briefed regarding the site and potential hazards.	Organisational staff to direct and control all movements of persons. Annual audit of site carried out by college safety officer	Number: 50 Occupations: Students, school staff, tutors and Coaches. Organisational staff and leaders.	Member of organisational staff: Danny Geeson Deliverer: Chris Penny Designated School 'Team Managers'	8
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. Advice on hydration also given.	Designated school staff and organisational staff, to have thoroughly briefed all participants, re precautions and actions to be taken. Annual audit of site conducted by college safety officer Advice for schools and participants has been emailed to all designated school staff. Drinking water available on site	Number: 50 Occupations: Students, school staff, tutors and Coaches. Organisational staff and leaders.	Member of organisational staff: Danny Geeson Deliverer: Chris Penny Designated School 'Team Managers'	6
4	Possible catastrophic event or hostile incident Potential for minor injuries during evacuation. Possible major injuries or catastrophic event	All persons to follow designated routes and instructions, when ordered to do so by designated persons. All persons to muster on the grass field near tennis courts (Marked 'A' on map) Roll call to carried out by designated team / school managers. Outcome of roll call to be reported to alma Borthwick / Rik Grover	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	Number: 50 Occupations: Students, School staff, tutors and coaches. Organisational staff and leaders	Member of organisational staff: Danny Geeson Deliverer: Chris Penny Designated School 'Team Managers'	5

