ACTIVITY/SITUATION	EXAMPLE TENNIS					
LOCATION:						
PERSONS AT RISK: Players ⊠ Coaches ⊠ Spectators □						
STEP 1 – Watch the activity and identify the hazards – add to if necessary						
STEP 2 – Decide who might be harmed and how						
STEP 3 – Evaluate the risks and decide on the control measures – add to if necessary						
STEP 4 – Record your findings and implement them – make a plan of action – ensure they are effective						
STEP 5 – Review, revise ar						
POTENTIAL HAZARDS	 Slips, Trips and Falls Collision with materials and objects Hit by moving object Inadequate or poorly organised storage - equipment falling on people Blocked Escape Routes Personal Injury eg strains, fractures, over exertion etc Environmental conditions 					
CONTROL MEASURES	TO CONSIDER AND BE IMPLEMENTED					
Over the Net or Wall Activit	N .	YES	NO	N/A		
 and previous experience Coaches refer to updated sport Players are included in di during and after the activi Activity is planned to ensumoving of joints beyond p First aid arrangements ar An emergency plan is in p Clothing and footwear is sconditions Long hair tied up to prever Jewellery and other person Sweets or gum is not to b Supervision of pupils is at Training for pupils in the resonance of provide the second main of the secon	activity is appropriate and safe for age, ability of players I guidance from the national governing body of the scussion about health and safety issues before, ty ure no severe or uneven physical stress or players normal range e in place place and staff made aware of procedures suitable to the activity, surface and weather ent entanglement onal effects are removed by the players be chewed during the activity t all times rules and disciplines of the activity is given	< < < < < < < < < < < < < < < < < < <				
 Equipment An adequate first aid kit and appropriate medication is available eg access to inhalers etc Follow manual handling risk assessments for movement of equipment Portable goal frames and posts/nets are stable when in use 		✓ ✓ ✓ ✓				





 Netting does not extend beyond the area covered by the base of the football/ hockey/badminton/tennis etc posts All equipment is checked that it is in good condition before use Where possible competent person to assemble any equipment that may be used before pupils start the activity and ensure it is safe for use Monitoring, Maintenance and Inspection 	✓ ✓ ✓		
 A visual inspection of all equipment e.g. balls, racquets and nets is done before the activity starts Regular maintenance and inspection procedure for recognition of faults, defects, damage to equipment and records are kept Where possible walls are smooth to avoid friction Daily visual inspection to remove any dust or food substances Floors are maintained in good condition with no loose boards, splinters, cracks and lifting edges or irregular surfaces. Regular documented visual checks of playgrounds, hard play surfaces and playing fields to ensure free of loose grit, needles, glass etc Accidents, minor injuries and near misses are recorded and monitored and sent to appropriate people What is the level of risk for this activity/situation? Is the risk adequately controlled with existing control measures? 	✓ ✓ ✓ ✓ ✓ HIGH <u>YES</u>	MED	LOW NO NO
and recorded them in your action plan? Group (names of pupils/staff/helpers with significant issues)	<u>YES</u>		NO
 Pre existing medical conditions Inability to contact parents/carers ACTION PLAN:			
State overall risk level assigned to the task AFTER implementation of control and action plan measures taken as a result of this risk assessment	HIGH	MED	<u>LOW</u>
Is such risk level deemed to be as low as reasonably practicable?	<u>YES</u>		NO
FEEDBACK FROM COACHES: (for improving the risk assessment or reducing	g risk still	further)	
ASSESSOR(S): Signature:			
POSITION(S): DATE: REVIEW D	ATE:		
DISTRIBUTION:			



