

Guidance notes - BSL translation available - <https://youtu.be/A-VPtzWZPNA>

What is a risk assessment?

A risk assessment is a tool to help your organisation make sure that your events and activities are safe as possible for everyone involved. It is a way to help you think about the problems and threats that may come up, who might get hurt, how, what to do and the steps needed to remove or minimise them.

Risk assessments are an important part of your health and safety responsibilities. It shows that you consider the safety of your staff, coaches, players, volunteers, and participants as your highest priority.

A key helpful resource from Sport England - [Creating a risk assessment for clubs and organisations](#)

Each sport is different; organisations need to think about the hazards or problems that apply specifically to the needs of their sport, event, participants or organisation and what safety controls can be put in place to reduce them.

A risk assessment is only effective if you and your staff/coaches/volunteers follow the controls identified. You must follow through with any actions required and review and update it on a regular basis.

Helpful Resources

- Sport England - <https://www.sportenglandclubmatters.com/governance/policies-and-procedures/>
- [Creating a risk assessment for clubs and organisations](#)
- Sport Scotland - <https://sportscotland.org.uk/>
- Sport Wales - <https://www.sport.wales/grants-and-funding/club-support/club-solutions-templates/>
- Sport Northern Ireland - <http://www.sportni.net/clubs-coaching/>
- Health and Safety Executive - <https://www.hse.gov.uk/toolbox/index.htm>
- Examples of completed risk assessments available on the above

Risk assessment template

Organisation Name:	Name of person undertaking assessment:
Sporting Event:	Date of assessment:
Location & Date:	Date of review:

Example – this is not an exhaustive list of hazards or controls. Each event/activity will have additional considerations specific to the sport/activity/participants.

What are the hazards/problems?	Who might be hurt and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?
<i>Example:</i> Any injury that may occur during the pre-event travel, event itself and post event.	<i>Example:</i> Players, coaches, team members, volunteers, other competitors, public	<i>Example:</i> • Team first aider / physio • Safety briefings • Suitable comms support for briefings • Medical history of players known • Check of suitable equipment provide by venue • Warm up/down suitable to sport • Medical Insurance	<i>Example:</i> • Checking first aid provision of event organiser • Location of local hospitals	<i>Example:</i> Team leader Coaches	<i>Example:</i> Ongoing

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Suggested Areas to Consider When Completing Your Risk Assessment

The diagram below details some high-level topics for you to consider in your risk assessment. This is not an exhaustive list as there are many other risks that may be applicable to your sport / event.

