



Risk Assessment

Task To Be Assessed:	Team Edge Hill Activities		
Assessor Name:	Gareth Lougher		
Reference Number:	EHS/SD/TEHA1.0		
Number Of People Exposed:	500	Assessment Date:	August 2024
People Exposed (Staff / Student / Visitor):	Staff / Student		
Department:	Edge Hill Sport	Location of Activity:	Sports Facilities
Activity Description: (Please give a description of the activity you are risk-assessing, including times, number of people, and current controls where applicable)			

Hazard Checklist – use this to identify the hazards to be considered:

Situational	Tick	Physical / Chemical	Tick	Environmental	Tick
Slip, trip, fall	✓	Harmful substances		Temperature	✓
Fall from height		Electrical (shock, burns, fire, arcing, explosion etc)		Weather	✓
Lone Working		Biological agents		Extreme locations (mountains, mud flats etc)	
Manual Handling		Fire			
		Machinery (entanglement, incorrect setup etc)			
		Use of sharps			
		Vehicle movements			

N.B. The above list is not exhaustive and additional options can be found in the Risk Assessment Guidance for Biology (Appendix A) and Media (Appendix B)

HAZARD NUMBER	HAZARD	PERSONS AT RISK	HOW IS PERSON AT RISK	CONTROL MEASURES	RISK FACTOR*		
					L	C	R
1.	Player Issues	Players / officials	Collisions	Manage safe number of students per session in the facilities provided.	2	2	4
2.	Control / discipline / behaviour	Players / officials		<p>All NGB / BUCS guidelines to be followed during all sessions</p> <p>Ensure there is a designated lead for each session and that they have control during sessions and challenge any unacceptable conduct.</p> <p>Players should follow the rules of the game and play 'in the spirit of the game'.</p> <p>Designated lead should be responsible for the actions of the players.</p> <p>Consistent failure to do so or dangerous play should result in player(s) being asked to leave the session / club.</p> <p>Participants should not use equipment unless under the supervision and instruction of a qualified person / coach.</p> <p>Ensure goalkeepers defend their goal against only one ball at a time during skills practice/warm-up.</p>	2	2	4
3.	Personal effects around the side of playing and training facilities	Players / officials	Obstruction, Slip, Trip	<p>All personal belonging to be keep away from the area for play.</p> <p>Where possible belonging to be left in lockers, changing areas or in designated areas (such as dugouts or spectator area)</p>	1	2	2
4.	Building Faults	Players / officials	Slip, trip, collision	If anyone within the club raises any concerns or faults regards the building or facilities these should be reported to an Edge Hill Sport member of staff (e.g. issues with lighting, floor surface, faulty equipment etc)	1	4	4
5.	Safety of equipment	Players	Impact, crush / collision	Club to inspect equipment prior to use and report immediately any concerns they have to an Edge Hill Member of staff. (goals, posts, nets etc.)	2	2	4

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				Clubs to use NGB approved equipment (e.g. size of balls) and other recommendations (e.g. pressure). Clubs to ensure they do not use any equipment which is damaged or faulty which could result in injury or harm. Any damage occurred during use must be reported immediately to an Edge Hill Sport member of staff.			
6.	Footwear	Players		The correct footwear should be worn for reach facility; Sports Halls – non-marking footwear Hockey Pitch – Moulded / pimped footwear 3G pitch – Studded / moulded footwear (No trainers / blades) Grass Pitches – Studded / moulded footwear including blades if NGB's guidelines allow (No trainers) Swimming pool – no outdoor footwear	2	2	4
7.	Not warming up injuries	Players	Injury	Ensure all students participating in an activity have completed an appropriate warm up prior to commencing play or training.	1	2	2
8.	Foreign Objects on playing/training area	Players / officials	Slip / Trip / Collision	Club to check play and training area for any foreign objects remove prior to use and during all sessions. Club to report any concerns regards items found.	1	2	2
9.	Persons general physical condition or lack of experience leading to injury	Players	Injury	Captains to ask all new players of their level and ensure they are observed playing by the existing members/playing partner / introduced to the session gradually. Matching them to participate with similar ability participants.	3	2	6
10.	Participating in activities which require high skill or experience.	Players		Ensure students are trained appropriately by a qualified and experienced person and that the students have been assessed and deemed competent to participating in a particular activity prior to match/competition.	2	2	4

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	(rugby scrum/ front row, trampolining, cheerleading etc)			<p>Ensure that when a person has previously been injured in a high skilled activity, they are reassessed in their competence to participate in an activity prior to the next competition.</p> <p>Where a student is injured in a training session / match on more than one occasions or where regular injuries occur resulting from similar practices (e.g. scrums) these should be investigated, and additional safety measures should be considered (e.g. NGB guidelines / additional training).</p> <p>The use of safety aids where appropriate (e.g. safety mats for trampoline or cheerleading).</p> <p>No stunt training directly on hard surfaces. In the event that a hard surface is the only available place to train then only activities of very low risk will take place.</p> <p>Fitness training and basic cheers and jumps, dancing and marking stunts without building them are such activities.</p>			
11.	Jewellery caught	Players		All jewellery should be removed before activity. If jewellery cannot be removed it should be taped up.	1	2	2
12.	Clothing caught	Players		<p>Participants to wear appropriate clothing</p> <p>Advise against wearing clothing with toggles / zips that can get caught or injure other participants.</p>	1	2	2
13.	Loose hair trapped in apparatus and effecting vision	Players		Hair to be tied back properly out of the way when participating in any sporting activity.	1	1	1
14.	Dehydration	Players / officials		Encourage players to drink plenty of water before and after activity and at regular intervals if required.	2	2	4
15.	Injuries	Players		<p>All injuries occurring on EHU campus must be reported using the EHU Accident reporting mechanism (https://www.edgehill.ac.uk/services/accident-reporting/)</p> <p>Each team should ensure that any injuries home, away or during training are reported to the Sports Development Officer at the first opportunity.</p>	2	2	4

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16.	Injury resulting from collision with another player or playing equipment (ball etc)	Players / officials		Where safety / protective equipment is required by the NGB, no player should be allowed to enter the playing area with intent to play without the required protective equipment in place. Players need to ensure that they communicate to each other to minimise any collisions / confusion and make sure that other players are out of their way Captains to keep an eye on safe practices and Collision, Impact stop any teams/athlete/spectators participating in an unsafe manner (e.g. kicking a ball towards a group of people, spectators encroaching towards the field of play).	3	2	6
17.	Officials	Players		Lack of Qualified Referee - BUCS / NGB guidelines are to be followed	1	3	3
18.	Insurance	Players / officials		The committees are to ensure that every individual in the club has purchased a Team Edge Hill membership Additional personal insurance scheme is optional.	3	2	6
19.	Sunburn	Players / officials		Apply sun cream regularly. Wear a hat, where appropriate. Seek medical attention if required.	3	1	3
20.	Fatigue	Participants		Members who believe another member should be removed from the activity due to fatigue are expected to bring this to the captain / session lead / coach attention, and the decision to continue will be at their discretion.			
21.	Intoxication	Players / officials		No student will be allowed to play if they are intoxicated. There is an alcohol exclusion zone around Edge Hill Sport facilities.	2	3	6
22.	Coaches	Players		Where NGB / BUCS guidelines require a qualified coach, they must be present at all training, matches and competitions. Ensure coaches are qualified and are teaching the correct technique following NGB guidelines and to the level of qualification. Ensure that the coaches are aware of limits of role/responsibilities. Coaches to ensures all safety precautions are in place (e.g. matting, spotters) Coaches should ensure that all players are fit and capable of playing the sport.	2	2	4

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23.	Lack of Medical Conditions	Players / officials		Clubs / Teams are to provide the opportunity and actively encourage participants to disclose any relevant medical conditions including any supportive requirements and action in case of an emergency	2	2	4
24.	First Aid Provision	Players / officials		<p>Home fixtures: Sports Therapy students will be providing first aid provision for EHU teams (between 12.30pm-4.00pm) with support from Edge Hill Sport. Outside this time Edge Hill Sport will provide first aid provision. Edge Hill Sport will provide first aid provision for away teams hosted by Edge Hill University. Edge Hill Sport will have a suitable first aid kit and this will be regularly checked.</p> <p>For specific sports, there are additional First Aid provision required: Rugby Union – Edge Hill Sport will always have a qualified First Aider on site to respond immediately to requests for first aid assistance during Sports Centre opening hours. The First Aider will be available to respond during authorised training sessions and matches. Access to a telephone is available within the Sports Centre to summon further medical support e.g. ambulance, if required. American Football – Edge Hill Sport will employ an external provider to for fixtures to meet the requirement.</p> <p>Away fixtures: Home institution is responsible for proving first aid provision (BUCS regulation 8.1)</p>	2	2	4
25.	General	Players / officials		Individuals should complete their own specific risk assessment for off-site activities Comply with the Risk Assessments of competitions / organisers/ NGB's / BUCS.	2	2	4
26.	Group Size	Participants		Groups should be split into suitable sized groups and take it in turns to participate.			
27.	Cheerleading Stunts	Participants		- Stunts will take place only on mats.			

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				<ul style="list-style-type: none"> - The stunt will be demonstrated by experienced members of the club, who can already consistently perform the stunt to a safe and high standard, before being attempted by any other members. - Additional spotters will be used until the stunt is mastered by all involved and can be consistently performed to a safe standard. - Anyone not involved with the stunt in the capacity of base, back or front spot, flyer, spotter or coach shall not be allowed within two meters of the stunt until it is at performance standard and being used within a routine. At this point stunts may take place near to each other. This will also be done with extra spotters until deemed at a safe standard by a qualified coach - Individual components of the pyramid are to be mastered prior to the assembly of the stunt. 			

*Risk Factor / Residual Risk Factor (R) = Likelihood (L) x Consequence (C). Refer to Risk Matrix on final page.

HAZARD NUMBER	ADDITIONAL CONTROL MEASURES	RESIDUAL RISK FACTOR*			ACTION / BY WHOM?	ACTION / BY WHEN?
		L	C	R		

Assessment conclusion: (i.e. have all foreseeable hazards been identified and control measures put in place to ensure that the risk is as low as reasonably practicable, provided all additional control measures identified have been put in place?)	YES / NO
Signature of Line Manager / Competent Person:	
Review Date:	August 2025

Risk Matrix

		CONSEQUENCE				
		1 Insignificant	2 Minor	3 Moderate	4 Major	5 Critical
LIKELIHOOD	1 Rare	1 NO ACTION	2 NO ACTION	3 MONITOR	4 MONITOR	5 MONITOR
	2 Unlikely	2 NO ACTION	4 MONITOR	6 MONITOR	8 ACTION	10 ACTION
	3 Possible	3 MONITOR	6 MONITOR	9 ACTION	12 ACTION	15 URGENT ACTION
	4 Likely	4 MONITOR	8 ACTION	12 ACTION	16 URGENT ACTION	20 STOP
	5 Almost Certain	5 MONITOR	10 ACTION	15 URGENT ACTION	20 STOP	25 STOP

Risk = Likelihood x Consequence

Likelihood:

- 1 Rare - this will probably never happen
- 2 Unlikely - do not expect it to happen / recur but it is possible it may do so
- 3 Possible - might happen or recur occasionally
- 4 Likely - will probably happen / recur but it is not a persistent issue
- 5 Almost Certain - will undoubtedly happen / recur, possibly frequently

Consequence:

- 1 Insignificant – no or minimal injury / insignificant damage to equipment or property
- 2 Minor – minor damage to property, or minor injury or illness requiring minimal medical intervention
- 3 Moderate - injury requiring medical assistance and could result in time off work, damage to property requiring repair
- 4 Major – major injury or damage to property, leading to prolonged time off work, increased time in hospital, and likely prosecution
- 5 Critical – incident leading to multiple permanent injuries, irreversible health effects, or death. Permanent loss of facility, or persecution

Risk Factor / Residual Risk Factor:

NO ACTION (1-2): No further action, but ensure controls are maintained and reviewed

MONITOR (3-6): Look to improve at next review or if there is a significant change

ACTION (8-12): Improve within a specified timescale

URGENT ACTION (15-16): Take immediate action and stop activity if necessary; maintain existing controls rigorously

STOP (20-25): Stop activity immediately