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| UNIVERSITY of OXFORD SPORTS DEPARTMENT | | | | | |
| **OXFORD UNIVERSITY Swimming Club** | | | | **DATE: - Oct – 14** | |
| **RISK ASSESSMENT** | | | | | |
| **Who might be harmed** | **HAZARD** | **Risk** | **Control Measure in place** | | **Further Risk reduction required**  **Y / N** |
| Participants | Training / Competitions | Sprains, Stains  Breaks, Drowning near miss  Minor injury’s | Participants encouraged to disclose any injury’s or medical conditions before activity starts  Training and Competitions to be structured in conjunction with ASA guidelines and Iffley Road sports Centre NOP / EAP.  Sessions to be lifeguarded as per Sports Centre NOP  Risk of bio logical infection is controlled though chemicals and regular water testing by Centre staff  Participants encouraged to warm up and cool down  Jewellery not to be worn.  First Aid provided by Iffley Road sports staff, contact reception for assistance  Blood injury’s need to be treated to prevent cross contamination  All injury’s to be reported to Sports Safety Officer by the Club Committee. | | Y |
| Participants | Training / game | Major injury / fatality | Sessions to be lifeguarded as per Sports Centre NOP, emergency action as per sports centre NOP / EAP  Report incident immediately to the Sport Managers at sports centre reception  Sports Centre staff to dial 999 to be called.  All injury’s to be reported to Sports Health and Safety Officer by the Club Committee. Sports Health and Safety Officer to report any RIDDOR | | Y |
| Participants | Lactate threshold | Faulty equipment, unsanitary equipment | Lactate testing staff to be fully qualified and ensured | | Y |
| Participants | Unqualified / insured instructors / coaches | Unsafe practice | Club Committee to ensure when using a coach that they qualified and insured and where applicable a CRB is completed | | Y |
| Participants | Equipment  Use of Blocks | Minor / major injuries | Club Committee to ensure appropriate equipment checks before sessions start.  Use of blocks is permitted as per ASA guidelines with exception of Cuppers.  During Cuppers participants dive from the freeboard. Club committee to ensure a safety brief is given prior to diving | | Y |
| Participants | Slips, trips , falls | Minor injury | Club Committee / instructors to ensure that the facilities are fit for purpose before session starts issues to be reported Sports Centre Manager | | N |
| Participants | Fire | Burns / fatality | Club Committee to ensure participants are aware of what to do in the event of a fire, location of nearest exits, fire assembly points. | | N |
| Participants  Public | Travel | Major incident / accident , Fatality | Club Committee to check the insurance of car drivers.  Drivers to comply with current Road Safety Laws and have a full driving licence.  Hire vehicles drivers MUST have passed the University accredited driving course. Drivers must be 21 or over.  Trip resignation forms to be sent to the Sport Federation no later than 5pm on the Thursday before the fixture. Sports fed will forward the form to security services.  The registration form for trips aboard MUST be sent a minimum of 1 month prior to the trip departing.  Club Committee to supply Safety officer with travel insurance details and trip Risk Assessment.  In the event of a major accident security services must be contacted 01865 289999 | | N |

**RECOMMENDATIONS FOR RISK REDUCTION**

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| Action | By When? | By Whom? | Completed |
| Copies of Instructor qualification and Insurance to be given to Sports Safety Officer  Committee to confirm to the Sports Health and Safety officer they have read sports centre NOP / EAP  Conformation of Lactate testing staff qualification  Conformation of equipment checks | 31st October  31st October  31st October  September | Club Committee  Club Committee  Club Committee  Facilities Manager / Sports Safety Officer |  |

Club President ……………………………………. Date ……………………………………..

Club Secretary …………………………………….. Date ……………………………………..

Health and Safety Officer ………………………… Date ……………………………………..

**RISK ASSESSMENT REVIEW**