



Winnersh Rangers Football Club

General Risk Assessment

Compiled By: Sam Dean in consultation with Chris Jones
Rev 1 July 2007. (Rev 3 September 2019)

| Risk / Activity | Who is at Risk | High Med Low Risk | Control Measures | Person/s responsible |
|---------------------|----------------------|-------------------|---|---|
| Slipping & Tripping | All | Low | <ul style="list-style-type: none"> ➤ Café - spillages and dropped food to be picked up immediately. ➤ Trailing cables to be secured appropriately; lighting to be adequate in all areas. ➤ Purple Café floors to be swept/dried as necessary during ‘muddy days’. Boot cleaners to be put out. ➤ No football boots to be worn in café & toilets. ➤ Laces to be tied safely. ➤ Players should avoid playing too close to netting at training venues. | <ul style="list-style-type: none"> ➤ Café volunteers. ➤ Relevant Volunteer ➤ Relevant Volunteer ➤ Café Volunteers ➤ Managers/Coaches |
| Pregnancy | Mother & Unborn Baby | Low | <ul style="list-style-type: none"> ➤ Volunteers must advise the Health & Safety Officer of their pregnancy at the earliest opportunity. ➤ Health & Safety Officer to carry out the “Risk Assessment for new and expectant mothers” at the earliest opportunity, which incorporates: <ul style="list-style-type: none"> ○ Manual handling ○ COSHH including handling of animal excrement ○ Hep B/HIV ○ Risk of violence / injury ○ Lone working ○ X-ray | <ul style="list-style-type: none"> ➤ Pregnant Volunteers ➤ H & S Officer |
| Ill Health | All | Variable | <ul style="list-style-type: none"> ➤ Managers/Coaches to be aware of any health problems players or volunteers may have. ➤ Advise players/Volunteers to carry any medication they may need. ➤ Parents to stay at training and matches for players who are too young to administer their own medicine. ➤ Anyone with contagious illness should stay away from activities. | <ul style="list-style-type: none"> ➤ Managers/Coaches ➤ Managers/Coaches |

| Risk / Activity | Who is at Risk | High Med Low Risk | Control Measures | Person/s responsible |
|------------------------|----------------|-------------------|---|--|
| Worsening of an injury | All | Variable | <ul style="list-style-type: none"> ➤ A minimum of one qualified first aider must be available to the team during training/playing to prevent the condition worsening and if possible to sustain life. ➤ First aid training to be refreshed every 3 years. ➤ Manager/Coach should ensure a working mobile phone is available at every training session or they know where the nearest public telephone is located. ➤ First aid box to be carried to all games/training & checked at intervals and stocks replenished as required. ➤ Studs to be checked for safety. ➤ Players should seek medical advice after suspected head injury & resume play only under Doctors' guidance. ➤ Ensure that vehicles are parked so that ambulance access is readily available to home pitches/training facilities. | <ul style="list-style-type: none"> ➤ Manager ➤ Manager/Training Officer ➤ Manager/Coach ➤ Referee ➤ Managers/Coaches in consultation with parents/player. ➤ Managers/Coaches |
| Fire | All | Variable | <ul style="list-style-type: none"> ➤ Fire risk assessment to be carried out for events held indoors. See individual plans. ➤ Manager/Coach to acquaint themselves with, and follow, the published fire instructions at any indoor venue. ➤ Appropriate venues with fire assessments & fire fighting equipment in place to be used. ➤ No smoking policy within the club. | <ul style="list-style-type: none"> ➤ Health & Safety /Officer ➤ All to adhere to plans. ➤ Manager/Coach |
| Manual Handling | All | Low | <ul style="list-style-type: none"> ➤ Manual Handling Poster to be displayed in storeroom & all advised to read. ➤ Goals & other heavy or awkwardly shaped items to be carried by two or more persons. ➤ Players should not be picked up & carried by club personnel unless they are in immediate danger. ➤ Café items such as boxes/oven etc should be carried by 2 or more people. | <ul style="list-style-type: none"> ➤ Health & Safety Officer ➤ Manager/Coach/Helper ➤ All ➤ All Volunteers |
| Child Abuse | Players | Low | <ul style="list-style-type: none"> ➤ All volunteers to be CRB checked ➤ All Volunteers to be vetted through club procedure | <ul style="list-style-type: none"> ➤ Club Welfare Officer ➤ Managers to provide info to CWO on request. |

| Risk / Activity | Who is at Risk | High Med Low Risk | Control Measures | Person/s responsible |
|---|----------------|-------------------|--|--|
| Electric Shock or Fire caused by electrical fault | All | Low | <ul style="list-style-type: none"> ➤ Electrical systems check of indoor facilities. ➤ Electrical appliances (oven & tea urn) PAT checked annually when older than 1 year. | <ul style="list-style-type: none"> ➤ Winnersh Parish Council/Venue provider. ➤ H & S Officer. |
| Using / handling substances that may be hazardous to health | All | Low | <ul style="list-style-type: none"> ➤ Use personal protective clothing appropriate to the substance ie disposable gloves for food handling/ washing up. ➤ Wear disposable gloves for the provision of first aid to avoid bodily fluids. ➤ Avoid first aid sprays. ➤ Gloves & disposal equipment supplied for removal of animal excrement from pitches. | <ul style="list-style-type: none"> ➤ All volunteers ➤ Managers/Coaches |
| Violence / Threats / Abuse | All | Low | <ul style="list-style-type: none"> ➤ All families/players should receive a copy of the club code of conduct. ➤ Club Committee to treat seriously any allegations of improper conduct. | <ul style="list-style-type: none"> ➤ Manager/Coach ➤ Committee |
| General accidents | All | Low | <ul style="list-style-type: none"> ➤ The training/playing facilities should remain in good repair and regular maintenance and health and safety inspections carried out. ➤ Lighting levels should be sufficient at training/playing facilities. ➤ Maximum child to coach ratio of 1-16. ➤ Ladders should be used to put up goal nets. ➤ No jewellery to be worn during matches/training. ➤ Regular review of accident reports by CWO | <ul style="list-style-type: none"> ➤ Winnersh Parish Council/Training facilities providers. ➤ Managers/Coaches to report poor lighting. ➤ Manager/Coaches. ➤ Manager/Coaches. ➤ Manager/Coaches. ➤ CWO |
| Injury from faulty equipment | All | Low | <ul style="list-style-type: none"> ➤ All equipment should be subject to visual inspection by the team manager/coach each time it is used. ➤ Faulty equipment must be labelled and removed from use until repair/replacement. ➤ British Standard kite mark equipment only to be purchased. | <ul style="list-style-type: none"> ➤ Team Coach/Manager ➤ Team Coach/Manager ➤ Kit/Equipment Officer |

| Risk / Activity | Who is at Risk | High Med Low Risk | Control Measures | Person/s responsible |
|---|---------------------------------|-------------------|--|---|
| Scalding | Purple Café Helpers/ Public | Low | <ul style="list-style-type: none"> ➤ No under 16's in the kitchen during café hours. ➤ Tea urn to be positioned so that it pours over the kitchen sink where it should be emptied & cooled before moving. ➤ Notice in kitchen. ➤ Milk for drinks to be positioned on table close to hatch. | <ul style="list-style-type: none"> ➤ Café Managers & Helpers. |
| Food Poisoning | All | Low | <ul style="list-style-type: none"> ➤ Foods should be kept refrigerated before use. ➤ Cooked foods should be kept hot & not cooled & reheated. ➤ Foods purchased should be within sell-by dates. ➤ Frozen meats should be used within 3 months of freezing. ➤ Frozen foods should be thoroughly defrosted in a fridge before use. ➤ Foods should be kept covered when not being prepared to prevent insect/foreign body contamination. | <ul style="list-style-type: none"> ➤ Café Managers & Volunteers |
| Allegations of Child Abuse | Volunteers | Low | <ul style="list-style-type: none"> ➤ Volunteers to avoid being alone with a child ➤ Follow Club Guidelines & Policies ➤ Ensure same sex as children chaperone is present for training & matches whenever possible | <ul style="list-style-type: none"> ➤ All Club Volunteers ➤ Managers/Coaches |
| Burns sustained during cooking. | All | Low | <ul style="list-style-type: none"> ➤ Use appropriate personal protective clothing eg oven gloves and aprons. ➤ Remove oven & urn from kitchen ONLY when cool. ➤ Ensure safe practices in kitchen are maintained i.e. slippery floors prevented etc. | <ul style="list-style-type: none"> ➤ All Volunteers |
| Sustaining injury during Training/Matches | Members; Volunteers; Spectators | Medium | <ul style="list-style-type: none"> ➤ Ensure all team coaches are trained to FA first level standard. ➤ Use of qualified referees whenever possible. ➤ Ensure use of shin pads & footwear appropriate to weather conditions. ➤ Examine pitches for risks e.g. tin cans, dog faeces, glass ➤ Ensure all team helpers have read this document. ➤ Spectators at training facilities must not wait/play on pitches. ➤ All players must wear shin pads for training/playing. ➤ Players should not wear jewellery/have it secured with tape if essential. | <ul style="list-style-type: none"> ➤ Training Officer ➤ Managers/Coaches ➤ Managers/Coaches ➤ Managers/Coaches/Referees ➤ Managers/Coaches ➤ Managers/Coaches ➤ Managers/Coaches/Parents |

| Risk / Activity | Who is at Risk | High Med Low Risk | Control Measures | Person/s responsible |
|----------------------------------|----------------|----------------------|--|--|
| Goal Posts falling onto a player | Players | Low | <ul style="list-style-type: none"> ➤ Ensure posts are secured to the ground on all 3 sides using at least four pegs. ➤ Do not allow children to swing from posts/get entangled in net. | <ul style="list-style-type: none"> ➤ Managers/Coaches ➤ Managers/Coaches |
| Missing Child | Players | Low | <ul style="list-style-type: none"> ➤ To ensure that all children are collected by a parent/guardian. | <ul style="list-style-type: none"> ➤ Managers/Coaches/Parent |