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| Work/Activity: Weekend trip to competitions. |
| Our league competitions which occur on a Saturday during Term Time.Birmingham University: 14th November 2015, Southampton University: 21st November 2015, London Universities: 5th December 2015, Plymouth University: 23rd January 2016, Sheffield University: 13th February 2016, Championships: 12th-13th March 2016, Loughborough University: 23rd April 2016. |
| Group: Lifesaving | Assessor(s): Robert Anderson | Contact: ra5g13@soton.ac.uk |
| Guidance/standards/Reference documents  | Competence requirements |
| [Please enter any H&S guidance referred to when write this Risk assessment. This could be codes of practice from your NGB or industry body, group policies, instructions, manufacturer’s guidance, advice from HSE, useful websites or copies of qualifications and certificates.][e.g]* http://www.hse.gov.uk/Risk/faq.htm
 | **Role:** [who has what H&S responsibilities for each task e.g. event stewards] | **Skills, experience or qualifications** [what training/experience has this person had to undertake their H&S responsibilities] |
| Driver: Will drive and operate the vehicle, in the case of vehicle hire from SUSU, the driver will also complete the checklist provided by SUSU. Will check insurance is IN date, and that MOT and tax is in date.Passenger (Committee member): Will check the awareness of the driver and check he/she is not under the influence of alcohol / other substance.**At least 1 committee member will accompany the club on a travel to another university.**(Committee members: \*Iona Doig, \*Robert Anderson, \*Celia Buckingham, Angharad Burridge, \*Richard Evans, \*Katie Mounce, \*Natasha Whale) | FULL UK Driving LicenceALL starred (\*) committee members are IQL qualified lifeguards which includes First Aid Training. |
| Risk assessments linked |
| Risk assessment for the competition will be covered by the club whose pool we are visiting’s risk assessment. Our only risks are the wellbeing of our members in general (fitness to compete, medical conditions) etc, the travel to and from the competition and finally the food, social and sleeping arrangements after the competition has finished. (ie we do not have to provide any first aid in case of emergency) |

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| Task | Hazards | Who might be harmed and how | Current control measures | Current risk /9 | Additional control measures | Action by whom? | Residual risk/9 | check SA/DM |
|  Travel |  Alcohol, Drugs etc. |  All travellers |  Passengers to check the awareness of the driver and ensure (s)he is not under the influence of alcohol/drugs. | 3 |   | AccompanyingCommittee member  |   |   |
|  Travel |  Tiredness | All travellers | Passengers to check the awareness of the driver and ensure (s)he is not too tired to complete a journey. Driver to inform passengers when (s)he requires a break from driving. |  3 |   | AccompanyingCommittee Member / Driver |   |   |
| Travel | Insurance/Tax/MOT | All travellers | In case of susu agreed hire, these hazards will be covered. In case of club member’s vehicles, this requires the owner of the vehicle to check the three things are valid before travelling. | 3 |  | Vehicle Owner, Overseen by Accompanyingcommittee member |  |  |
| Travel | SUSU mini bus test | All travellers | Driver, in case of mini bus from susu, to have completed a mini bus test and is safe to drive. | 3 |  | Accompanying committee member |  |  |
| Travel | Risk of injury | All travellers | All travels to an away competition are to be attended by a committee member /other first aid trained person | 1 |  | AccompanyingCommittee member |  |  |
|  Travel | Broken equipment upon checking vehicle |  None |  SUSU provided list of vehicle contents etc to be completed and if any of the contents are not safe to use, the mini bus will not be used and our attendance at the competition will be cancelled. |  1 |   | Driver, overseen byaccompanying committee member |   |   |
|  Competition |  Alcohol, Drugs etc. |  Competitors | Club committee to check the awareness of competitors and if any of them are under influence of alcohol, they are not allowed to compete. |  2 |   | AccompanyingCommittee member |   |   |
|  Competition | Injury due to pre-existing medical condition | Competitors | When we sign into a competition, we hand over all information about our members to the host club. However club committee still aware and watch members in the case of any injury. Competitors are told to bring their medication in case of injury. |  2 |   |  Robert Anderson / Approved Diving Instructor Or(AccompanyingCommittee member) |   |   |
|  Food |  Allergies | Competitors | All competitors are told what the food will be before we attend a competition. We are made aware of any allergies and pass these on to the host club. | 3  |   |  Competitions Secretary, Lowri Jones |   |   |
|  Social | Alcohol |  Attendees | Committee members who are driving the next day, remain sober and attend to the wellbeing of the club members. In the case they have had too much alcohol, they will be walked home / taken home via transport. |  2 |   | AccompanyingCommittee member |   |   |
|  Sleeping  |  Sleeping | Attendees | It is the responsibility of the home club to ensure that there is enough space and warmth to house all competitors but in the case that we disagree, alternative accommodation will be found, such as a nearby hotel / driving home. |  1 |   | AccompanyingCommittee member |   |   |
|  Diving | Injury due to improper practice | Competitors | All club members are assessed before competitions to ensure that they are competent in diving. This assessment is undertaken by a qualified swimming instructor (Robert Anderson / Angharad Burridge).  |  4 |   Diving is also continually assessed – if the quality of a dive deteriorates, the competitor will be asked to stop and will not be signed off at the following competition. |  Qualified Swimming Instructor / Committee Member |  2 |   |
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| Reviewed By: | Comments: |
| Responsible person (SA/DM):Rebecca Holman |  |  |
| SUSU H&S manager (where applicable): | Date: |  |

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| Likelihood |
| Impact | 3 | 6 | 9 |
| 2 | 4 | 6 |
| 1 | 2 | 3 |

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| Likelihood |
| Level | **Description** |
| High (3) | Will probably occur in most circumstances |
| Medium (2) | Might occur at some time |
| Low (1) | May occur only in exceptional circumstances |

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| Impact |
| Level | **Description** |
| High (3)  | Major Injury or Death; Loss of limb or life-threatening conditions. In hospital for more than 3 days, and/or subject to extensive prolonged course of medical treatment and support.  |
| Medium (2) | Serious injury causing hospitalisation, less than 3 days. Rehabilitation could last for several months. |
| Low (1) | Minor/superficial injuries. Local first aid treatment or absence from work for less than 3 days. |