

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

Risk Assessment			
<b>Risk Assessment for the activity of</b>	<b>Kickboxing</b>		<b>Date</b> 11/04/21
<b>Club or Society</b>	<b>Southampton University Kickboxing</b>	<b>Assessor</b>	
<b>President or Students' Union staff member</b>	<b>Caitlan Denham</b>	<b>Signed off</b>	

<b>PART A</b>										
<b>(1) Risk identification</b>			<b>(2) Risk assessment</b>				<b>(3) Risk management</b>			
<b>Hazard</b>	<b>Potential Consequences</b>	<b>Who might be harmed</b>  (user; those nearby; those in the vicinity; members of the public)	<b>Inherent</b>			<b>Control measures (use the risk hierarchy)</b>	<b>Residual</b>			<b>Further controls (use the risk hierarchy)</b>
			<b>L</b> <b>i</b> <b>k</b> <b>e</b> <b>l</b> <b>i</b> <b>h</b> <b>o</b> <b>o</b> <b>d</b>	<b>I</b> <b>m</b> <b>p</b> <b>a</b> <b>c</b> <b>t</b>	<b>S</b> <b>c</b> <b>o</b> <b>r</b> <b>e</b>		<b>L</b> <b>i</b> <b>k</b> <b>e</b> <b>l</b> <b>i</b> <b>h</b> <b>o</b> <b>o</b> <b>d</b>	<b>I</b> <b>m</b> <b>p</b> <b>a</b> <b>c</b> <b>t</b>	<b>S</b> <b>c</b> <b>o</b> <b>r</b> <b>e</b>	

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

Shadow-boxing/ practising of moves	Accidental collision/hitting other members during training	Those in the vicinity	4	2	8	Ensuring adequate spacing between members	2	2	4	
Safety information	Trapped when there is a fire, who to seek for medical help	The members	2	2	4	When people first come into the Cube/MA room we will point out all the fire exits and where to meet at an assembly point. Inform of who to go to for medical help (SUSU reception, S&W)	1	1	1	Make sure the fire drill plan is emailed to the members so they each have a copy of what to do.
Practising moves against a partner holding pads	Missing the pad and hitting the person holding them. Hitting the pad with sufficient force that the user holding the pads hits themselves as a result. Accidental collision with members nearby.	Person using the pad. Those in the vicinity.	5	3	15	Demonstrating the proper use of the pads. Hit with little force until one becomes comfortable in their skills. Ensuring adequate spacing between members.	2	2	4	Anyone who is incapable of using the pads properly/safely will be paired with an instructor for further guidance, so members and/or themselves do not get injured.
Training in throws/take-dow ns	Falling/landing on another member. Potential injury to the recipient	The person being thrown.	5	4	20	Only allowing training of throws within the MA room due to its matted floor. Clear demonstration from instructors or experienced	3	2	6	Only experienced members will be able to do throws and anyone who is being too rough or does not want to get thrown can do another

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

	of the move, including damage to soft or hard tissue.	Those in the near vicinity				members who have received training from instructors, before any moves are performed. Advising using the throw slowly and in a controlled manner until a member is comfortable with the motion. Ensuring adequate space between members. Those with existing injuries will not be allowed to do throws for fear of making their condition worse				exercise (i.e. pad work or cardio exercise). This avoids nervous members being thrown or resisting being thrown which would cause damage to oneself
Sparring	Minor injury Severe injury Damage to teeth Damage to reproductive organs Bruising Possibility of broken noses	Those sparring. Members within the vicinity.	5	5	25	To be done only within the MA room. Light, non-competitive sparring only: not using full force in punches or kicks. No kicks to the head. No using moves that utilise elbows or knees as the part that strikes the opponent. Providing safety gear: boxing gloves, shin guards, and head guards. Strongly advising members to bring their own CUP or similar protective gear for their genitals	3	3	9	Letting members know that no one is required to spar as part of their membership, it is always voluntary. Encouraging above all else respect for yourself and your partner. If a member is unwilling to do certain activities/moves then it is expected that they should voice their concern to their partner. Defined sparring areas will be established at the end of a session and will only start once normal practice has ceased.

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

						Strongly advising members to bring mouthguards to protect their teeth Partners will be paired on height and relative experience to minimise damage				At any time one of the people sparring may stop and the fight will stop.
Pulling muscles	Minor injury	Member doing the move	5	2	10	Warm-ups including plenty of stretching Not to do moves beyond a member's comfort zone	2	1	2	
High temperatures in summer	Heat exhaustion	Member	4	3	12	Regular water breaks Never pushing a member past what they are capable of. Advising appropriate clothing (i.e. breathable light weight fabric) no jogging bottoms	2	2	4	Utilise fans in the MA room
Inappropriate clothing and jewellery	Unable to do certain movements within kickboxing (i.e. roundhouse kick) jewellery could hurt member	Member	3	2	6	Advising all members to take off all their jewellery includes, necklaces which can snag, hooped earrings, or wear studs and wear gym clothing suitable for working out in (cotton/ breathable fabric). Hair must be tied up to increase visual field. In the cube members are to wear protective footwear (trainers) in the MA room members are advised to be	1	1	1	

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

						barefoot if possible, to reduce the risk of slipping				
Faulty equipment	Injure the user of the pad/glove or their partner	Member and partner	2	3	6	All equipment is stored in Cage 6 for preservation in labelled bags. Equipment is checked at the start of every session and monthly checked over for any issues and faults. Many experienced members bring their own kit which is in good condition.	1	1	1	All equipment to be checked by the Kit Sec at the start of the term (September 2020) to ensure everything is in good condition
Medical History	Members could have medical problems that stop them from doing the moves/injure them severely	Member	3	4	12	All members participate at their own risk - it is their job to voice any medical problems that they have so we can give them alternative moves or advise them on if they should attend. A member can take a break or leave the session whenever they need to.	2	3	6	If there were to be a medical emergency, we would use a first aid kit for minor cuts to deal with the problem Or call for anyone with more experience (i.e. personnel from Sports and Wellbeing) to help the member.
Have proper instruction	Injuries from not performing the move correctly	The members	3	3	9	Have professional instruction by 3 <sup>rd</sup> dan blackbelts of external clubs. They know how to demonstrate and perform the moves correctly to prevent injury	2	2	4	
Room size	Overcrowding and injuries due to close positioning of members	Everyone in the vicinity	4	4	16	Have a sign-up sheet for session in the MA room and all other venues, limiting size to 6 members or the maximum capacity SUSU and the guidelines will allow for an	3	2	6	If too many people turn up to a session then people who have not signed up will be turned away

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

						<p>indoor venue. This allows adequate spacing to reduce overcrowding and reduce risk of catching COVID-19</p> <p>To facilitate more members for sessions upon returning, sessions will be held in an outdoor setting, which allows for a higher capacity but also further room for people to maintain a social distancing protocols</p>				<p>Social distance measures and all measures taken to prevent risk of catching COVID-19 will still apply</p>
Travelling to fixtures (Haven't done this yet)	Crashes	Everyone travelling and potentially other people	3	5	15	<p>Ensure whoever is driving has passed the SUSU minibus test (i.e. no points on license, held for min 3 years, over 21) Drive at or below the speed limit to prevent accidents, and even lower below the speed limit in heavy rain. We will not travel to fixtures if there is snow or ice to reduce the potential for accidents</p>	3	3	9	<p>If we cannot secure a minibus the train will be used further reducing risks.</p> <p>We will stand well away from the tracks to avoid falling over the edge</p> <p>Not sure who will be driving. Would have to wait until September to find out.</p>
Fundraising (Haven't done this yet)	Injury, overexertion, exhaustion, hoarse throat from fundraising	The fundraisers	2	2	4	<p>Make sure that there is a shift pattern so that there are adequate breaks to rest and switching between sitting and standing so people don't get too fatigued.</p>	1	2	2	

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

<p>Risk of catching COVID-19/coronavirus</p>	<p>Society members, committee members and/or coach catch COVID-19/coronavirus due to attending kickboxing session(s), and potentially fall seriously ill</p>	<p>Society members. Committee members. Coach running the sessions</p>	<p>3</p>	<p>5</p>	<p>15</p> <p>Ensure that members are spaced adequately (1-2 metres dependent on severity of COVID risk)                      Limiting numbers at sessions – we would do this by creating a sign-up sheet for each session, limiting the total number of attendees to 30 to reduce numbers and contact.                      (30 members outdoors, 6 members indoors, as complying with SUSU's directives as well as the government guidelines for when we return to sessions)                      Sign-up sheets would also be used to maintain records of attendance. If a society member, committee member and/or coach falls ill with COVID-19/coronavirus, other members that have recently come into contact with ill person in question can take prevention/containment measures accordingly i.e. quarantining for 14 days in order to stop further spread of the virus.                      Each participant to disinfect themselves with hand</p>	<p>2</p>	<p>3</p>	<p>6</p>	<p>Purchasing anti-bacterial cleaning supplies to clean kit before and after use, and to wipe down any surfaces that members are likely to come into contact with e.g. door handles.                      Encourage person affected by COVID-19/coronavirus to stay at home/quarantine until they are back to full health to prevent further spread of the virus.                      Creation of a waiver form for new and existing members to sign to say they confirm they have understood the following:</p> <ul style="list-style-type: none"> <li>- that SUSU do not cover insurance for COVID-19/coronavirus</li> <li>- that they are happy to continue with activity despite the potential risk of COVID-19/coronavirus</li> <li>- that if they are to partake in activity they must abide by Kickboxing Society guidelines and</li> </ul>
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# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

						<p>sanitiser upon entry and exit of the room in which activity takes place.</p> <p>Sparring to be kept to a minimum during sessions.</p> <p>Sparring will not be allowed to continue if committee members believe Health and Safety guidelines are being compromised.</p> <p>No throws to be performed as it requires coming into close contact with another member.</p> <p>NGB guidelines permit the sessions to continue so long as there is no contact within groups of more than six.</p> <p>Therefore we are maintaining 100sq ft per member.</p>				government guidelines on social distancing
Taster Sessions	Society members, committee members and/or coach catch COVID-19/coronavirus due to attending kickboxing taster session(s), and potentially fall seriously ill, as	Society members. Committee members. Coach running the sessions	3	5	15	<p>All the measures mentioned above</p> <p>Limiting the number of participants to 30 or less or whatever we feel is adequately required for the space and/or session.</p> <p>Sign up sheets will be used to maintain records and track who has attended the sessions. If any participants were to fall ill, effective countermeasures can be taken by others who have</p>	3	3	9	All the measures mentioned above.



# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

	well as any and all risks mentioned above, that could occur in the session					come into contact with said person. Managing entrance and exit into the venue, letting participants in and out gradually to reduce contact and avoid crowding. Following NGB guidelines, maintaining 100sq ft per member, subject to change when necessary with the guidelines.				
Saturday Sessions	Society members, committee members and/or coach catch COVID-19/coronavirus due to attending kickboxing Saturday sparring session(s), and potentially fall seriously ill, as well as any and all risks mentioned above, that could occur in the session	Society members. Committee members.	3	5	15	All the measures mentioned above. Limiting the number of participants to 30 or less. whatever we feel is necessary to ensure everyone is safe. Sign-up sheets will be used to accurately record all attendees and maintain records of all participants. Those participating in sparring sessions may only spar with those within their bubble (house) in order to stay in line with Covid guidelines. Proper equipment must be worn by each participant, which will be provided by the club if necessary. This	3	4	12	All the measures mentioned above. equipment will be assigned and will only be used by the assigned individual. equipment used will be thoroughly cleaned after each session with antibacterial products. As well as the waiver, Kickboxing members will be instructed to read through our COVID-19 Safety posters to ensure the safety of all participants. Those who do not follow these rules will not be permitted to participate in our sessions.

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

					includes: gloves, shin guards, mouth guards and head guards if needed.				
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## **PART B – Action Plan**

### **Risk Assessment Action Plan**

<b>Part no.</b>	<b>Action to be taken, incl. Cost</b>	<b>By whom</b>	<b>Target date</b>	<b>Review date</b>	<b>Outcome at review date</b>
1	Review the condition of the kit	Kit Sec	Sept 2020	Sept 2020	Replace damaged kit with new kit
2	Purchase a First Aid kit for the club (~£30)	Committee	Sept 2020	Sept 2020	To have on hand; plasters, bandages, antiseptic wipes and cold packs as well as documentation to say who has received the medical treatment and why, so we can keep a record of who has been injured and adjust training accordingly.
3	Purchase anti-bacterial cleaning supplies (~£30)	Committee	Sept 2020	Sept 2020	To use before and after sessions for wiping down kit and other surfaces that members are likely to come into contact with, in order to avoid spread of germs during coronavirus outbreak.
Responsible committee member signature: CBDenham				Responsible committee member signature: JCB	
Print name: Caitlan Denham			Date:	Print name: Jules Barretto	
				Date	



# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

## Assessment Guidance

1. Eliminate	Remove the hazard wherever possible which negates the need for further controls	If this is not possible then explain why	
2. Substitute	Replace the hazard with one less hazardous	If not possible then explain why	
3. Physical controls	Examples: enclosure, fume cupboard, glove box	Likely to still require admin controls as well	
4. Admin controls	Examples: training, supervision, signage		
5. Personal protection	Examples: respirators, safety specs, gloves	Last resort as it only protects the individual	

L I K E L I H O O D	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
	1	2	3	4	5	
	<b>IMPACT</b>					

Impact	Health & Safety
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# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

1	Trivial - insignificant	Very minor injuries e.g. slight bruising
2	Minor	Injuries or illness e.g. small cut or abrasion which require basic first aid treatment even in self-administered.
3	Moderate	Injuries or illness e.g. strain or sprain requiring first aid or medical support.
4	Major	Injuries or illness e.g. broken bone requiring medical support >24 hours and time off work >4 weeks.
5	Severe – extremely significant	Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work.

## Risk process

Identify the impact and likelihood using the tables above. Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix. If the risk is amber or red – identify control measures to reduce the risk to as low as is reasonably practicable. If the residual risk is green, additional controls are not necessary. If the residual risk is amber the activity can continue but you must identify and implement further controls to reduce the risk to as low as reasonably practicable. If the residual risk is red do not continue with the activity until additional controls have been implemented and the risk is reduced. Control measures should follow the risk hierarchy, where appropriate as per the pyramid above. The cost of implementing control measures can be taken into account but should be proportional to the risk i.e. a control to reduce low risk may not need to be carried out if the cost is high but a control to manage high risk means that even at high cost the control would be necessary.

Likelihood	
1	Rare e.g. 1 in 100,000 chance or higher
2	Unlikely e.g. 1 in 10,000 chance or higher
3	Possible e.g. 1 in 1,000 chance or higher

# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017

4	Likely e.g. 1 in 100 chance or higher
5	Very Likely e.g. 1 in 10 chance or higher