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| **Risk Assessment** | | | | | |
| **Risk Assessment for the activity of** | **Southampton University Women’s Rugby Football Club** | | **Date** | 06/08/2021 | |
|  | **Name:** | **Role:** | | | **Experience/Qualification** |
| **Club or Society Representative**  required | Penelope Prockter | President | | | **N/A** |
| **Qualified/Experienced Individual\***  required | Callum Paxton | Coach | | | ***RFU Level 2 Coaching Qualification*** |

\* This can be a representative of an NGB, Partner Organisation or individual with relevant experience/qualification. Where an external individual is not available/appropriate a second sign-off within the Club or Society is acceptable where experience can be referenced.

| **Hazard** | **Action** | **Who might be harmed**  **(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | |  | **Residual** | | | **Further controls (use the risk hierarchy)** |
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| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |  |
| Covid-19 | 1. Hand washing | * Clubs/Soc Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **1** | **5** | **5** | All members will be encouraged to bring their own hand sanitizer to training sessions and using it frequently | **1** | **3** | **3** | See the link below for updated covid measures at university  https://www.southampton.ac.uk/coronavirus.page |
| Covid-19 | 2. Explain the changes you are planning to make your activity Safely | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **3** | **4** | **9** | Ensure the RA is uploaded on Groups Hub and request all SUWRFC members download and read it.  Use SUWRFC social media and Club/Society communication channel (Whatsapp) to make all the members aware about the changes in training sessions and encourage them to take all the precautions.  Before every training session starts with a reminder of key COVID-19 precautions and how to maintain them from coaches/captains | **2** | **2** | **4** | Everyone must book into sessions using the sport and wellbeing app. They must have a sports pass. People that do not book in will be asked to leave. This is to ensure track and trace is conducted |
| Covid-19 | 3. Protecting people who are at higher risk You should think about | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **4** | **5** | **20** | Before training starts members will be asked to fill out a form to clarify if they have any specific health conditions which may put them in the ‘at risk’ category. Only committee and coaches will view these forms  If a member is high risk they will be advised not to attend training sessions | **2** | **5** | **10** | We are now in the E2 stage within the RFU roadmap which allows full contact training and full contact matches to resume.  https://www.englandrugby.com/dxdam/f3/f3152f67-1616-4946-b82c-5a8647cb0aee/ROADMAP%20E1%20JULY%20E2%20AUGUST%2021%20-%20v3%20(1)\_compressed%20(1).pdf |
| Covid-19 | 4. Symptoms of Covid-19 | * Club/Soc Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **4** | **5** | **20** | If member becomes unwell with a new continuous cough or a high temperature, they will be sent home and advised to follow the stay at home guidance.  Committee Members will maintain regular contact with members during this time.  If advised that a member has developed Covid-19 and that they were recently in contact with member, the Club/Socs committee will contact SUSU Activities Team and will encourage the person to contact Public Health England to discuss the case  It will then be identified who has been in contact with them and will take advice on any actions or precautions that should be taken. <https://www.publichealth.hscni.net/> | **3** | **5** | **15** |  |
| Covid-19 | 5. Mental Health | * Club/Soc Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | Committee members will promote mental health & wellbeing awareness to members during the Coronavirus outbreak and will offer whatever support through training such as WIDE. The president and welfare secretary have both engaged with this training.  Committee to share relevant support services to members i.e. Student Services, Security, Enabling Team, Advice Centre, Emergency Services | **2** | **4** | **8** | Regular communication of mental health information and SUSU policies for those who need additional support. |
| Covid-19 | 6. Travelling for physical activity | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **3** | **2** | **6** | Training will only be taking place at Wide Lane  Members will be encouraged to walk/cycle to Wide Lane if possible  If they have no alternative options but to use public transport, members will be encouraged to thoroughly clean their hands before starting the training session and were PPE on the public transport | **2** | **1** | **4** |  |
| Covid-19 | **7. Sharing equipment (sport and non-sport)** | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **5** | **4** | **9** | Members will be encouraged to bring their own water bottles and will not be permitted to share with other members. Any members seen doing this will be asked to leave the sessions  All equipment will be thoroughly cleaned before and after training sessions | **2** | **3** | **5** |  |

| ***PART A*** | | | | | | | | | | |
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| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**  **(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | |  | **Residual** | | | **Further controls (use the risk hierarchy)** |
| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |
| Poor quality coaching | Minor and major injuries to limbs and/or the head. | Any member of SUWRFC | **1** | **3** | **3** | SUWRFC to confirm at the beginning of each year that all SUWRFC’s coaches are qualified and insured for the forthcoming season. |  |  |  |  |
| Training during the week on the **grass grids.**  Hazard: Injuries can occur through slip, trip, fall, collision with fellow players. Injuries are mainly of a minor nature. | Bruises, cuts or abrasions which require self-administered or first aid treatment. | Any member of SUWRFC | **3** | **2** | **6** | All training sessions take place under the guidance of a coach and all injuries are reported.  Touch Rugby and ‘grab tackle’ is played during training sessions**.**  First aid kit to be present at every training session. | **2** | **2** | **4** | Correct footwear advised. |
| **Pitches**  Injuries happen as a result of the state of the playing surface e.g. icy pitch or from foreign bodies on pitch e.g. glass or from slipping on a wet surface. | Minor Injuries (e.g. bruising) to Major Injuries (e.g. Broken bones from falls etc) | Any member of SUWRFC | **2** | **4** | **8** | Liaise with the Groundsmen with reference to pitch conditions ahead of the game.  Pre-match inspection of the pitch by the groundsman/SUWRFC committee/coach and referee to decide whether the pitch is fit for play, clearing any unexpected hazards e.g. glass.  Ultimately the decision on whether the game goes ahead rests with the referee for the game. | **1** | **4** | **4** | Ensure all players wear the appropriate footwear for the condition of the pitch. |
| **Goal Posts**  Players collide with the goal posts during the course of the game.  Corner Posts. Players collide with corner posts. | Collision leading to potential head and upper limb Injury. | Any member of SUWRFC | **2** | **3** | **6** | The groundsman is to ensure that padding is in place around each post as per NGB guidelines.  The groundsman must ensure that the padding around all uprights is secured correctly and in good order.  Coach/referee to inspect pre-game.  Corner posts should be flexible to allow impact when players are diving for a try in the corner. | **1** | **2** | **3** | Goal and corner posts are not used in training sessions |
| **Boots and Studs**  Injuries can be sustained from studs which are not checked. | Sharp edges which can lead to a greater chance of cuts. | Any member of SUWRFC | **2** | **3** | **6** | Before each game all players boots and studs are checked by the referee. | **1** | **2** | **3** | As players are ultimately responsible for their own boots they will regularly check their own kit to ensure it is safe to use during training sessions. |
| **Running and passing**. | Injuries from falling over or collision with other players. | Any member of SUWRFC | **2** | **3** | **4** | Coaches to ensure that enough space is used for practices and clear instructions are given by coaches. | **1** | **2** | **3** |  |
| **Tackling**. | Injuries vary from bruising to injuries to the face, shoulders, upper body limbs, knees and ankles. | Any member of SUWRFC | **3** | **3** | **9** | Coaches are to ensure that players are taught the correct technique.  Players are encouraged to wear shoulder pads, protective padding and mouth guards where tackling takes place (matches and training).  Tackling may only take place when a qualified coach is present to supervise | **2** | **2** | **4** | The players are to go through a full warm-up prior to the start of the game.  Practices should not take place when players are over fatigued. |
| **Scrums** | Damage to players’ shoulders, neck, back and ears. | Any member of SUWRFC playing positions 1-8 during matches or practicing scrummaging during training | **2** | **3** | **6** | Coaches are to ensure that players are taught the correct technique.  Ensure that there is a thorough knowledge of the game with regard to binding in the front row and the wheeling of the scrum. | **1** | **3** | **3** | Ensure that the Officials enforce the Rules of the Game re: collapsing of the scrum. |
| **Line-Outs** | Injury to players lifting others or falling from a height. | Any member of SUWRFC playing positions 1-8 during matches or practicing line-outs during training | **2** | **3** | **6** | Coaches are to ensure that players are taught the correct technique.  Ensure that the players need to understand the need to lower those jumping to the floor.  Ensure that the defending side keep to the regulations with regard to challenging for the ball. | **1** | **3** | **3** | Thorough warm-up before lifting.  Strapping of thighs to allow better grip. |
| **Road Accidents** in hired minibuses, coaches when travelling to matches & competitions.  This also applies to accidents in a private car(s). | Minor, moderate or major injury | Any member of SUWRFC or coaching staff travelling to games or training | **1** | **5** | **5** | For all coaches, drivers are provided by the hire firm  For any mini-busses which are hired, drivers must have passed University accredited tests. Drivers must be 21 years or older | **1** | **4** | **4** | All passengers to wear seat belts |
| **Socials: Costumes/Fancy Dress**  that may be worn in public places such as pubs/bars/night clubs | Props may cause minor injuries such as slips, trips and falls  Costumes may cause unintentional offence | Any member of SUWRFC  Members of the public | **2** | **2** | **4** | Ask members to only bring small items and use sensibly.  Members of the society are responsible for their own possessions and the use of them.  Choose a theme unlikely to cause offence. Any participant wearing items deemed offensive asked to remove these.  Society to follow and share with members Code of conduct/SUSU Expect Respect policy | **1** | **2** | **4** | If any members arrive in costumes that are deemed inappropriate or have risk of injury by the social secs the member will be politely asked to remove the specific part of the costume  SUSU [Expect Respect policy](https://www.susu.org/downloads/SUSU-Expect-Respect-Policy.pdf) to be followed  Committee WIDE training |
| **Socials – Alcohol Consumption** | Participants may become at risk as a result of alcohol consumption  Members of the public may act violently towards participants. | Any member of SUWRFC  Members of the public | **2** | **5** | **10** | Members are responsible for their individual safety though and are expected to act sensibly  Initiation behaviour not to be tolerated and drinking games to be discouraged  For socials at bars/pubs etc bouncers will be present at most venues.  Bar Security staff will need to be alerted and emergency services called as required.  Where possible the consumption of alcohol will take place at licensed premises. The conditions on the license will be adhered to and alcohol will not be served to customers who have drunk to excess | **1** | **3** | **5** | Follow [SUSU incident report policy](https://www.susu.org/groups/admin/howto/protectionaccident)  Call emergency services as required 111/999  Committee WIDE training |
|  |  |  |  |  |  | Committee to select ‘student friendly’ bars/clubs and contact them in advance to inform them of the event  Society to follow and share with members Code of conduct/SUSU Expect Respect policy |  |  |  |  |
| **Concussion and head injuries** | Mild, moderate, and severe risk of head injury. | All playing members of SUWRFC. | **3** | **4** | **12** | All members should complete RFU Headcase concussion course.  All head injuries will be reported to Hampshire rugby. | **2** | **3** | **6** | If a head injury is sustained, appropriate Gradual Return To Play (GRTP) will occur, including liaison with Trojans RFC’s doctor. |

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| ***PART B – Action Plan*** | | | | | | |
| **Risk Assessment Action Plan** | | | | | | |
| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | **Review date** | **Outcome at review date** | |
| 1 |  |  |  |  |  | |
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| 12 |  |  |  |  |  | |
| Responsible Committee members signature: | | | | Responsible Assessor signature: | | |
| Print name: | | | Date: //2021 | Print name: | | Date  //2021 |

**Assessment Guidance**

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

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| **LIKELIHOOD** | 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 |
| **IMPACT** | | | | |

Risk process

1. Identify the impact and likelihood using the tables above.
2. Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.
3. If the risk is amber or red – identify control measures to reduce the risk to as low as is reasonably practicable.
4. If the residual risk is green, additional controls are not necessary.
5. 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.
6. If the residual risk is red do not continue with the activity until additional controls have been implemented and the risk is reduced.
7. Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.
8. 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.

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

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| Impact | | Health & Safety |
| 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. |