| **Risk Assessment** | | | | |
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| **Risk Assessment for the activity of** | **Swimming** | | **Date** | **01/08/2021** |
| **Club or Society** | **Southampton University Swimming Club** | **Assessor** | **Niall Taylor** | |
| **President or Students’ Union staff member** | ***President*** | **Signed off** |  | |

| ***PART A*** | | | | | | | | | | |
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| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed** | **Inherent** | | | **Control measures** | **Residual** | | | **Further controls** |
| **Likelihood** | **Impact** | **Score** | **Likelihood** | **Impact** | **Score** |
| Collision/Contact during training | Bump, scratch, head injury. | Swim team members. Members of public in lane next to swim team. | 3 | 3 | 9 | **Ensure swimmers swim the same way around the lane and the lane rotations alternate direction. A maximum of 10 swimmers per lane.** | 1 | 3 | 3 | Instruct swimmers to pay attention to where they are swimming in the lane and the lane rotation. Ensure lane numbers are balanced between lanes. |
| Overexertion | Exhaustion, unconscious, drowning | Swim team members | 3 | 4 | 12 | **All sessions are conducted by a qualified coach or a competent member of swim team committee. Ensure all swimmers are aware of their own ability and are swimming in the correct lane.** | 1 | 3 | 3 | All training sessions are carried out in a swimming pool with qualified lifeguards on duty. |
| Drug/Alcohol Influence | Lack of awareness of their actions and surroundings, leading to injury. | Swim team members, members of public and staff. | 2 | 4 | 8 | **The club has a zero tolerance of substance use. Any persons suspected of using substances will immediately removed from the club whereby the procedure documented in the club's constitution will be followed.** | 1 | 1 | 1 | Where someone has been suspected of being influenced by drugs, intentionally or unknowingly, 999 or 111 will be called for medical advice. |
| Use of starting blocks | Slip on block, bruising/ break of foot/limb. Potential head injury  Hit the bottom of the pool, lane rope from dangerous dive. | Swimmers using the starting blocks.  Swimmers in lane. | 3 | 3 | 9 | **Ensure swimmers are competent and know how to use the blocks use the blocks. Non-competent swimmers will be under supervision from a qualified coach** | 2 | 2 | 4 |  |
| Use of incorrectly installed starting blocks | Slip on block from movement of block causing swimmer to fall and bruise/ break foot/ limb. Potential head injury. | Swimmers using the starting blocks.  Swimmers in lane. | 2 | 4 | 8 | **Ensure that all people installing the blocks are competent in doing so.** | 1 | 3 | 3 | Check the blocks are installed correctly before use. |
| Installing/removing starting blocks | Starting blocks are heavy and if handled incorrectly could cause damage to back, feet, and toes.  Hand injury from tightening of nuts to fasten block. | People installing starting blocks and in surrounding area. | 1 | 4 | 4 | **Ensure all people installing the blocks are competent to do so. Wear protective footwear when moving the blocks. Restrict number of people on poolside area where starting blocks are being moved.** | 1 | 2 | 2 | When the blocks are not secured they are located away from the waters edge with swimmers aware the blocks are being removed/ installed. |
| Overcrowding of lanes | Collison of swimmers. Refer to this hazard | Swimmers in the lane | 2 | 3 | 6 | **Coach to keep track of how many swimmers in each lane. If the number of swimmers exceeds the safety number, then swimmers will be moved to different lanes to ensure no lane has more than the max safety number.** | 1 | 2 | 2 | If there are more swimmers than the pool safety number either turn away late comers, or the coach(es) will cater for the large number of people whilst ensuring there are no more than the safety number in the pool at any time. |
| Installing/removing lane ropes | The lane ropes are heavy and difficult to move. The persons moving the lane ropes could injure themselves whilst moving the ropes and incur injuries related to ‘slips, trips and falls’. | Any person on poolside | 2 | 3 | 6 | **Ensure all people moving the lane ropes are competent to do so. Wear anti-slip footwear. Restrict access to the area where the lane ropes are being moved.** | 1 | 2 | 2 |  |
| Lane ropes | Swimmers could collide with the lane ropes causing bruising, dislocation, or fracture to fingers and hand. | Swimmers | 1 | 2 | 2 | **Swimmers should be wearing goggles to ensure they can see where the lane ropes are.** | 1 | 2 | 2 | Notify members of the training venue when lane ropes need maintenance or are broken (and need repairing) |
| Transport to training | Minor bumps/scrapes, contact with moving traffic, road accident and resulting injuries including concussion, fracture and in extreme circumstances death. | Members travelling to training | 2 | 4 | 8 | **Ensure that all drivers are suitably qualified and members traveling to training are vigilant of their surroundings. Members are encouraged to travel to training in pairs/ groups. Members are advised to wear suitable footwear and clothing for the conditions they are travelling in.** | 1 | 3 | 3 |  |
| Dehydration | Cramp, fainting and in extreme circumstances loss of consciousness | Swimmers and coaches | 3 | 2 | 6 | **Ensure all swimmers drink plenty of water during swimming sessions and take a rest if needed.** | 1 | 2 | 2 |  |
| General swimming pool environment | Slips, trips, and falls. Drowning. Other consequences outlines by swimming centre’s own risk assessment. | Members of the club. | 2 | 4 | 8 | **Ensure that all training venues have suitably qualified staff, first aid/ rescue equipment, and have completed their own risk assessment.** | 1 | 2 | 2 |  |
| Covid 19 | Catching covid in and around the pool environment from both other swimmers and the public. |  | 3 | 4 | 12 | **Encourage members to wash/ sanitise hands effectively when entering/ leaving areas.**  **Face masks to be worn when walking inside buildings.**  **Venue cleaned daily.**  **Exclusive use of personal equipment such as kickboards and pull buoys, sets designed to avoid needing to share floats/ using those available for public use.**  **Separate lanes from the public and discipline in maintaining all swimmers to the side of the pool their group in training in.** | 1 | 2 | 2 | The club will remain up to date and cooperative with the information published through the universities covid measures at: <https://www.southampton.ac.uk/coronavirus.page>. |
| Covid 19 | Those infected passing the virus onto others. | Swim Team members/ Coaches | 3 | 4 | 12 | **If a member is showing symptoms of Covid 19 such as continuous coughing, high temperatures or loss of smell/ taste then the member will be asked to take a Covid 19 test and follow the guidelines outlined on** [**https://www.gov.uk/coronavirus**](https://www.gov.uk/coronavirus) **.**  **Committee members will maintain contact with members during this time.**  **If a member has come in close contact with or developed Covid 19 then the committee will contact the SUSU to ensure the necessary people are identified and encouraged to get tested/ isolate if required by Public Health England.**  **Registers for all sessions will be taken to ensure an easier contact process to alert NHS track and trace and notify those necessary.** | 1 | 2 | 2 | The club will remain up to date and regularly cross reference the guidelines on [**https://www.gov.uk/coronavirus**](https://www.gov.uk/coronavirus) . |
| Covid 19 | Small enclosed areas enhancing chances of transmission | Swim Team members/ Coaches | 2 | 3 | 6 | **Stop any loitering in corridors to and from the changing rooms.**  **Stop any sharing of changing rooms/ cubicles.**  **Keep relative and safe distance from the public if available.**  **Encourage wearing masks even when not legally necessary so less chance of transmission.** | 1 | 1 | 1 |  |

| ***PART B – Action Plan*** | | | | | |
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| **Risk Assessment Action Plan** | | | | | |
| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | **Review date** | **Outcome at review date** |
|  |  |  |  |  |  |

| Responsible committee member signature: | | Responsible committee member signature: | |
| --- | --- | --- | --- |
| Print name: NIALL TAYLOR | Date: 01/08/2021 | Print name: JAKE TURNER | Date: 01/08/2021 |

**Assessment Guidance**

| 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 |

| **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** | | | | |

| 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. |



| 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 |