| **Risk Assessment** | | | | |
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| **Risk Assessment for the activity of** | **Competitions** | | **Date** | **07/07/2022** |
| **Club or Society** | **Southampton University Swimming Club** | **Assessor** | **Josephine Beagley** | |
| **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** |
| Transport to competitions | Minor bumps/scrapes, contact with moving traffic, road accidents and resulting injuries including concussion, fracture and in extreme circumstances, death. | Members/coaches travelling to competitions | 3 | 4 | 12 | **Ensure that all drivers are suitably qualified and members traveling to competitions are vigilant of their surroundings. Drivers are to take breaks when necessary and switch drivers over long distances. Members are advised to wear suitable footwear.** | 1 | 4 | 4 | A list of members is collected before competitions with contact information. Call 999 or 111 if anyone is suspected of injuries. |
| Adverse weather conditions | Heat stroke, hypothermia, shock | Swim team members and coaches | 1 | 3 | 3 | **Ensure all swimmers wear suitable clothing to competitions and take extra precautions in extreme weather conditions. Water is available at all competition venues.** | 1 | 2 | 2 | Changes made to travel times/ arrangements to avoid the effects of extreme adverse weather |
| Drug Influence | Lack of awareness of their actions and surroundings, leading to injury. | Swim team members, staff | 2 | 4 | 8 | **The club has a zero tolerance of substance use. Any persons suspected of using substances will be immediately removed from their position in 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. |
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| Slips, trips, and falls | Bruising, laceration, fracture of any body part. Potential head injury. | Swim team members. | 3 | 3 | 9 | **Ensure swimmers are sensible and aware of their surroundings. Remove any trip hazards before taking part in activities.** | 1 | 3 | 3 |  |
| Overexertion | Exhaustion, unconscious, drowning | Swim team members | 3 | 4 | 12 | **All competitions are carried out in a swimming pool with qualified lifeguards on duty. Swimmers are advised to rest, drink water and eat small amounts after events/ competitions.** | 1 | 3 | 3 |  |
| Use of starting blocks | Slip on block, bruising/ break of foot/limb. Potential head injury  Hit the bottom of the pool or lane rope from dangerous dive. | Swimmers using the starting blocks. | 3 | 2 | 6 | **Ensure swimmers are competent and know how to use the blocks use the blocks.** | 1 | 2 | 2 |  |
| 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 | **Swimmers are not to install the blocks, this will be undertaken by the lifeguards or staff that are competent to do so and wearing 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. |
| General swimming pool environment | Slips, trips, and falls. Drowning. Other consequences outlined by the 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 |  |
| Unknown surroundings | Disorientation and vulnerability to criminal activities | Swim team members/ coaches | 3 | 3 | 9 | **Ensure all members stay together (minimum of a pair) and meet at set times when changing location** | 1 | 3 | 3 | A full list of members is kept with contact and medical information. When departing from locations a register is checked. |
| Social event.  (Also see Social Event risk assessment) | Intoxication, loss of judgement and awareness. Injury to themselves and others. In extreme cases alcohol poisoning. | Swim team members/ coaches | 3 | 2 | 6 | **Ensure all swimmers are aware of their actions and level of intoxication. Look out for each other and inappropriate behaviour will not be tolerated.** | 1 | 2 | 2 | A responsible person will always be contactable and be capable of calling the emergency services if required. |
| Dehydration | Cramp, fainting and in extreme circumstances loss of consciousness | Swimmers | 3 | 2 | 6 | **Ensure all swimmers drink plenty of water.** | 1 | 2 | 2 |  |
| Lane ropes | Swimmers could collide with the lane ropes. Potential fracture and laceration to fingers. | Swimmers | 1 | 2 | 2 | **Swimmers should be wearing goggles to ensure they can see where the lane ropes are.** | 1 | 1 | 1 |  |
| Covid 19 | Catching the Respiratory Disease, Issues with breathing, Coughing and general Illness | Swim Team members/ Coaches | 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.**  **Avoid sharing equipment where possible, things that need to be used by multiple individuals e.g Starting Blocks should be cleaned if necessary using products provided by the venue.** | 1 | 3 | 3 | 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 both the SUSU and all other competing clubs to ensure the necessary people are identified and encouraged to get tested/ isolate if required by Public Health England.**  **All alerts notified to SUSC by other clubs or venues will be reacted to according to the government + SUSU Covid guidelines at the time and the resultant correct actions/ responses will be performed.**  **Registers for all competitions will be taken to ensure an easier contact process to alert NHS track and trace and notify those necessary.** | 1 | 3 | 3 | 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 Travel | Travelling to areas that increase risk of covid exposure to members | Swim Team members/ Coaches | 2 | 4 | 8 | **No centre/ location will be visited without a complete and updated risk assessment.**  **Interactions with the public/ other teams will be minimised if necessary and safe.**  **All swim team members participating will be communicated with and informed about any covid related rules before the competition begins and therefore expected to comply in order to continue attending any future events.** | 1 | 3 | 3 |  |

| ***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: JOSEPHINE BEAGLEY | Date: 07/07/2022 | Print name:SZYMON WOJCIK | Date: 07/07/2022 |

**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 |