| **Risk Assessment** | | | | |
| --- | --- | --- | --- | --- |
| **Risk Assessment for the activity of** | **Non-Pool Training** | | **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*** | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **(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** |
| 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 |  |
| Drug/Alcohol 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 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. |
| 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 | 3 | 6 | **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 | A list of members are collected before sessions with contact information. |
| Overexertion | Exhaustion, unconscious | Swim team members | 3 | 4 | 12 | **All sessions are conducted by a qualified coach. Ensure all swimmers are aware of their own ability.** | 1 | 3 | 3 | All training sessions are carried out in a venue with health and safety policies in place. |
| Lifting of weights and gym equipment | Strain and/or sprain of muscles. Long-term muscular injuries. | Swim team members | 3 | 3 | 9 | **All sessions are conducted by an experienced individual who assists with exercises and educate members on correct lifting posture. Ensure all swimmers are aware of their own ability and are paired accordingly for exercises.** | 2 | 2 | 4 | Prior to any exercises taking place, members are required to undertake warm-up and cool-down stretching exercises. |
| Adverse weather conditions | Heat stroke, hypothermia, shock | Swim team members | 1 | 3 | 3 | **Ensure all swimmers wear suitable clothing to training sessions and take extra precautions in extreme weather conditions. Water is available at all sessions.** | 1 | 2 | 2 |  |
| Dehydration | Cramp, fainting and in extreme circumstances loss of consciousness | Swimmers | 3 | 2 | 6 | **Ensure all swimmers drink plenty of water during sessions and take a rest if needed.** | 1 | 2 | 2 |  |
| Covid-19 | Catching Covid | Swim Team Members/Coaches | 3 | 4 | 12 | **Encourage Members to Sanitise/ effectively wash hands when entering and leaving areas.**  **Face masks will be worn in accordance with location guidelines and encouraged when not.**  **Avoid the use of weights & shared objects but if necessary they will be sanitised between use to follow gym guidelines.**  **Venues attended are regularly cleaned.**  **Venues visited not run by Sports & Wellbeing must have a complete and up to date risk assessment.** | 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 | Infected members transmitting the virus onto others. | Swim Team Members. Coaches, General Public | 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.**  **Those members in close contact with any positive cases will also be expected to comply with any necessary guidelines.**  **For those who have developed Covid 19, 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.**  **The full register of people attending the non-pool activities will be kept and documented.** | 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) . |

| ***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** |
|  |  |  |  |  |  |

| 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 |