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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Southampton University Hospitals Rugby Football Club** | | **Date** | **15/08/2021** |
| **Unit/Faculty/Directorate** | **Faculty of Medicine** | **Assessor** |  | |
| **Line Manager/Supervisor** |  | **Signed off** |  | |

| ***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** |
| 1.People participating who are not eligible or medically fit | Legal liability & Unknown Medical conditions | Participants | **1** | **3** | **3** | Ensure participants are eligible to participate – age, ability etc relevant to the session.  Ensure participants are medically fit to participate, enquire in sensitive and confidential manner. | **1** | **3** | **3** | Check through registers or verbally request information at open access sessions |
| 2.Impact Injuries | Mouth/ face/ ear injuries | Participants | **3** | **2** | **6** | Gum Shields to be worn during contact activities.  Advise scrum caps for scrum members. | **3** | **2** | **6** | Checked by coach prior to the start of the activity |
| 3.Condition of playing surface | Slips, Trips & Falls | Participants & Leader | **1** | **3** | **3** | Inspection of the playing surface to ensure it is safe for the session to take place. | **1** | **3** | **3** | Request letting body to fill excess divots/ clear debris if required |
| 4.Rugby Posts / Corner Flags | Cuts, Collision with Equipment | Participants & Leader | **1** | **3** | **3** | Ensure equipment meets National Standards and is checked before use and ensure post protectors are used | **1** | **3** | **3** |  |
| 5.Line Outs | Slips, Trips & Falls Cuts, Collision | Participants | **3** | **3** | **9** | Correct coaching in controlled environment to learn the skills required. | **3** | **3** | **9** | Planned and structured coaching session. Participants aware of ALL safety points |
| 6.Scrums | Neck/ Back injuries | Participants | **3** | **3** | **9** | Approved scrimmage machines to be use for teaching the skill. In a game situation – if a scrum member is injured and there is no replacement who has been trained in the scrum then there must be Unopposed scrums. Front row player encouraged to wear scrum caps | **3** | **3** | **9** | Planned and structured coaching session. Participants aware of ALL safety points |
| 7.Strains and Injuries during and after play | Injury | Participants & Leader | **1** | **2** | **2** | Adequate Warm Up and Cool Down.  Participants Wearing Suitable Clothing and Footwear | **1** | **2** | **2** |  |
| 8.Studs | Rough Studs. Cuts etc | Participants | **1** | **2** | **2** | Ensure coach/ referee checks studs prior to participant taking part in the session/ game | **1** | **2** | **2** |  |
| 9.Heat Exhaustion | Dehydration | Participants & Leader | **1** | **3** | **3** | Regular Breaks and Access to Drinking Water/ encourage participants to bring own drinking water | **1** | **3** | **3** |  |
| 10. Covid-19 | 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** | * Providing hand sanitizer around the environment, in addition to washrooms * Frequently cleaning and disinfecting objects and surfaces that are touched regularly, especially equipment in-between use by different people * Enhancing cleaning for busy areas * Setting clear use and cleaning guidance for toilets * Providing hand drying facilities – paper towels | **1** | **3** | **3** |  |
| 11. Covid-19 | Movement around Buildings | * 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** | **5** | **15** | * Reducing movement by discouraging non-essential trips within buildings and sites. * Reducing task rotation and equipment rotation, for example, single tasks for the activity. * Reducing the number of people in attendance at site inductions and consider holding them outdoors wherever possible with social distancing. * Continue to stay up to date with and follow university guidance which can be found at <https://www.southampton.ac.uk/coronavirus.page> | **2** | **3** | **6** | * People are encouraged to wear masks at all times when inside the building * Showers and changing rooms will be open from september |
| 12. Covid-19 | 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 s 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, identify people who have 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** | * Planning for people who are unable to engage in person * Provide meaningful alternative activity for those who have someone shielding in their household * Helping members at increased risk to engage from home, either in their current role or an alternative role * Offering people the safest available roles in an activity * Planning for members who need to self-isolate. |
| 13. Covid-19 | **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 |  |  |  | * We expect you to follow sensible precautions and clean in between users, and to follow [COVID-19 Secure guidelines](https://www.gov.uk/coronavirus?gclid=EAIaIQobChMIn_XC1OTe6QIVCLLtCh19cABWEAAYASAAEgJJO_D_BwE) |  |  |  | * Where possible we recommend that you limit sharing of equipment, for example you should use your own tennis racquet, golf club or basketball, but if you do, practise strict hand hygiene. * If you are sharing equipment, including balls, you should wash your hands thoroughly before and after use, as well as all the equipment used. * Equipment such as tackle bags shields and pads will be sanitised regularly * All other equipment including rugby balls will be cleaned and sanitised after a maximum of 15 minutes activity as per RFU guidance |

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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 | Check before the season begins to identify if participants are eligible to participate. If a player becomes injured during the season, then regular check ups on their recovery by the committee will ensure the player does not restart playing too early. | Nic Uren | 07/09/21 | 07/10/21 | If current plan is successful, then continue to assess each player regularly throughout the season to ensure nothing changes. | |
| 2 | Advise and ensure players wear the correct protective equipment required (e.g. gumshields and encourage scrum hat use etc.)  Ensure correct coaching in how to avoid these injuries where possible in tackles etc. | Nic Uren | 07/09/21 | 07/10/21 | If current plan is successful, then continue throughout the season and ensure that any alterations required are made when they become apparent. | |
| 3 | Before every session we will check with both wide lane staff and also using our own judgement to assess if the playing or training area is appropriate for the activity | Nic Uren, Wide Lane staff, Ross Mcgee | 07/09/21 | 07/10/21 | If current plan is successful, then continue throughout the season and ensure that any alterations required are made when they become apparent. | |
| 4 | We will ensure that all equipment required during game time is used and also is in an appropriate state to be used safely. | Wide Lane staff, Nic Uren | 07/09/20 | 07/10/20 | If current plan is successful, then continue throughout the season and ensure that any alterations required are made when they become apparent. | |
| 5 | We will ensure that players are familiar and component in the basic techniques required to ensure that the movement is able to be undertaken safely. Anyone who is found to not have a firm understanding of the basics will be taught and found to be competent before involvement in more complex movements. | Nic Uren, Ross Mcgee | 07/09/21 | 07/10/21 | If current plan is successful, then continue throughout the season and ensure that any alterations required are made when they become apparent. | |
| 6 | We will ensure that players are familiar and component in the basic techniques required to ensure that the movement is able to be undertaken safely. Anyone who is found to not have a firm understanding of the basics will be taught and found to be competent before involvement in more complex movements. | Nic Uren, Ross Mcgee | 07/09/21 | 07/10/21 | If current plan is successful, then continue throughout the season and ensure that any alterations required are made when they become apparent. | |
| 7 | Players will be suitably warmed up before every session and a cool down will also be offered after every session. This will help to prevent any muscle strains to the minimum possible. | Nic Uren,  Christopher Thomas | 07/09/21 | 07/10/21 | If current plan is successful, then continue throughout the season and ensure that any alterations required are made when they become apparent. | |
| 8 | Studs on players rugby boots shall be checked to be appropriate before each session by our coach and also by the referee in match situations. Anyone found to not have appropriate studs will not be allowed to participate that day. | Nic Uren, Referees during match days | 07/09/21 | 07/10/21 | If current plan is successful, then continue throughout the season and ensure that any alterations required are made when they become apparent. | |
| 9 | Participants will be reminded to bring their own water bottles and will have the opportunity to have regular drinks breaks throughout training sessions. | Nic Uren, Christopher Thomas | 07/09/21 | 07/10/21 | If current plan is successful, then continue throughout the season and ensure that any alterations required are made when they become apparent. | |
| 10 | Players will be asked to use hand sanitizer provided at the beginning and end of every session and at regular intervals throughout the session | All members attending training that day - overseen by Nic Uren and Ross Mcgee | 07/09/21 | 20/10/21 | Check government guidelines and also assess if more hand sanitiser is required to be bought to ensure continued adherence to government advice. Continue with the same plan or an adapted version if successful | |
| 11 | Our sessions are held all outside and any sessions that may occur indoors we will adhere to social distancing and ensure that all equipment is wiped down with antiseptic spray after an individual has used it | All members attending training that day – overseen by Nic Uren and Christopher Thomas | 07/09/21 | 20/10/21 | Continue with the same plan or an adapted version if current programme shows to be successful and use this to lead future training sessions to ensure that we keep compliant. | |
| 12 | Any member who has recently had any COVID-19 symptoms will be asked to not take part in training and sent home. Our welfare sec will then ensure that they are followed up regularly while they isolate and as a committee, we will ensure that the appropriate next steps are taken. | Elliot Ayling, Ross Mcgee and Sam Mannings | 07/09/21 | 20/10/21 | Continue with the same plan or an adapted version if current programme shows to be successful and use this to lead future training sessions to ensure that we keep compliant. | |
| 12 | Any sharing of equipment will be kept to a minimum. With the nature of our sport however there will be some cross contact however good use of hand hygiene and equipment disinfecting during each session will ensure that the risks imposed will be kept to a minimum | All members attending training that day – overseen by Nic Uren and Ross Mcgee | 07/09/21 | 20/10/21 | Continue with the same plan or an adapted version if current programme shows to be successful and use this to lead future training sessions to ensure that we keep compliant. | |
| Responsible manager’s signature: Ross Mcgee | | | | Responsible manager’s signature: Joe Seward | | |
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| Print name: ROSS MCGEE | | | Date: 15/08/2021 | Print name: JOE SEWARD | | Date: 15/08/2021 |

**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** | | | | |

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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. |

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 |