**Risk Assessment Form Form EV2**

**EVENT RISK ASSESSMENT**

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| **School / Centre**  | **Group Leaders – Go Well and accompanying teacher from school** |
| **Activity / Visit – Go Well Primary Swimming Galas** | **Dates –**  |
| **Educational Objectives – pupils to experience participation and competition in inter-school event** |  |

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| **21. HAZARD****List the hazards which could cause harm** | **22. RISK****List who might be harmed and how** | **23. CONTROLLING RISK****List the existing precautions and whether more should be done** | **24. RECORD YOUR FINDINGS****List what actions you’ve taken** | **25. REVIEW AND REVISE****Is any further action required before, during and after the visit?** |
| ***TRANSPORT*** |  |  |  |  |
| Travel to and from event | Accidents involving adults and pupils | Provision of safe travel arrangements is the responsibility of the participating school | Parking is difficult – schools are aware of this  |  |
| Personal injury when dropping off and picking up pupils and spectators at drop off point | Falling, knocked by bus or car | Information available for schools regarding parking and drop off procedures.Accompanying teachers are responsible for supervision. | Schools may have to supervise movement from car park to facility |  |
| ***VENUE & WELFARE*** |  |  |  |  |
| Fixed equipment in unfamiliar facilities | Pupils - injury | Facility owner Durham County Council has full risk assessment | Pool clearly marked with deep end etcLane ropes for length swimming | Ensure ropes for deep end are in place before event |
| Deep Water | Drowning | Lifeguard will be in attendanceAppropriate rescue and resuscitation equipment available | Holding and resting area to be adjacent to shallow waterFlotation aids to be available |  |
| Getting lost in unfamiliar surroundings | Pupils – stressed and upset | Facility reception has knowledge of the event and can direct and advise | Leaders/ event staff to meet and greet in obvious position and to escort to venue  | Announcement made about out of bound areas. All children to remain in pool area at all times  |
| Unsupervised visits to toilets, changing rooms | Pupils – accidents,Interacting with members of the public | Pupils briefed by staff and organisers to always be accompanied as facilities are out of sight from pool side | Clear boundaries for their movements outlinedStaff and pupils to be made aware of position of toilets and changing | Announcement to remind pupils to always be accompanied. |
| Mixing of spectators and AOTTS and pupils | Potential child welfare issues | All coaches and teachers contributing to event to have enhanced DBS | Clear delineation between areas for pupils and spectators needed | Spectators asked to view event from balcony |
| ***GENERAL SUPERVISION*** |  |  |  |  |
| General welfare | Accidental injury to pupils or spectators | Schools to provide supervision in line with LA recommended ratios and at least one member of staff that knows the children | Members of staff may enter the water to assist children where appropriate |  |
| Individual medical issues  | Accidents arising from activity or medical problems arising from pre-conditions | Teachers to have contact details & medical issues from EV3 form for every pupilSchools bring first aid kit and a qualified first aider | Event organiser to provide first aid kit and an additional First Aid qualified person |  |
| Inappropriate behaviour | Accidents to pupils, injury as a result of foolhardy or aggressive behaviour | Teachers should have knowledge of individual behavioural difficulties.Teachers are responsible for general supervision  | Teachers will need to be vigilant in supervision between events and when some pupils are spectating | Clearly marked spectating area will be set up prior to event |
| Inappropriate clothing and footwear  | Pupils may suffer injury or inflict injury on others | Pupils’ hair and jewellery will be checked before taking part in an event. First aider on – site | Jewellery should be removed and hair secured |  |
| Extreme weather – heat or cold or wet | Pupils may suffer from cold | Accompanying teachers to ensure pupils are warm between water sessions  |  |  |
| ***PHYSICAL ACTIVITIES*** |  |  |  |  |
| Lack of confidence in water | Pupils may injure themselves or others | Schools should have some knowledge of child’s confidence in water prior to event. All children to be able to swim 25m | Coach/life guard to be ASA qualified and experienced with childrenAssessment in water to be undertaken before any competitive length swimming | Ensure assistant staff are vigilant throughoutSchool staff to be advised if any pupil not safe to swim |
|  |  |  |  |  |
| ***GENERAL ORGANISATION*** | Pupils may be injured | Event organisers have great experience and have public liability insurance to £5million |  |  |

Signature (Group Leader) Date …

Signature (School EVC)……………………………………………………….Date……………………………………