**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 Year 5/6 Tag Rugby** | **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 | Ensured adequate parking available |  |
| 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 to supervise access from car park to facility | Check building work has not made entrance inaccessible |
| ***VENUE & WELFARE*** |  |  |  |  |
| Fixed equipment in unfamiliar facilities | Pupils - injury | Facility owner has full risk assessment | Rugby posts potential hazard  Grass fields well maintained | Ensure full check of pitches before event to remove dangerous objects  Check positioning and stability of any goalposts  Inspection of grass pitches prior to event with expert RFU coach to decide whether ground fit for play |
| Getting lost in unfamiliar surroundings | Pupils – stressed and upset |  | Leaders/ event staff to meet and greet in obvious position and to escort to venue | Announcement made about out of bound areas |
| Area remote from buildings | Pupil injury and support delayed | Organisers to be in contact with schools by mobile phone in case of assistance |  | Remind staff that event is occurring all day |
| Building work being undertaken on site | Pupils and adults | Building areas are clearly marked and fenced off as out of bounds | Staff to accompany any movements near building area | Announcement to be made about out of bounds area |
| Unsupervised visits to toilets, changing rooms | Pupils – accidents,  Interacting with members of the public | Pupils briefed by staff and organisers to always be accompanied especially as  toilets are a long way distant from the playing area | Clear boundaries for their movements outlined  Staff and pupils to be made aware of position of toilets and changing | Announcement to remind pupils to always be accompanied.  Ensure access to toilets is available prior to event ie key |
| 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 games from outside of surrounding fence and pitch boundaries |
| ***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 |  |  |
| 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 pupil  Schools bring first aid kit and a qualified first aider | Event organiser to provide first aid kit and an additional First Aid qualified person. RFU coaching personnel are first aid qualified |  |
| 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 matches |  |
| Inappropriate clothing and footwear | Pupils may suffer injury or inflict injury on others | Pupils’ footwear, laces, hair and jewellery will be checked before taking part in an event.  First aider on – site |  | Referees to check for jewellery etc before each match |
| Extreme weather – heat or cold or wet | Pupils may suffer from cold and/or wet | Accompanying teachers to ensure pupils have supplies of water and appropriate clothing for bad weather | Organisers to have additional supplies of water and a place of shelter available |  |
| ***PHYSICAL ACTIVITIES*** |  |  |  |  |
| New skills and equipment | Pupils may injure themselves or others | Schools to have done training prior to event  Age appropriate equipment and activity to be provided | All coaches/referees used to have a recognised & relevant NGB qualification or teaching qualification or leadership award | Briefing and explanation to be given to all players about the rules of the game by RFU expert prior to commencement |
| ***GENERAL ORGANISATION*** | Pupils may be injured | Event organisers have great experience and have public liability insurance to £5million | In addition, support has been requested from specialists from the RFU |  |

Signature (Group Leader) Date ………………..

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