

**Blandford RFC Risk Assessment Form**




<b>Organisation:</b> Blandford Rugby Football Club		<b>Assessment Ref:</b> BRFC/RA/001	<b>Date:</b> November 2019
<b>Location:</b> Sports Pitches at Larksmead Recreational Ground, Blandford Forum, Dorset, DT11 7LU		<b>Assessment Type</b> <b>(Note 1) tick as appropriate</b>	
		Specific <input checked="" type="checkbox"/>	Generic <input type="checkbox"/>
<b>Activity/Process:</b> This Risk Assessment encompasses all activities which will form the Coaching, Training and Playing of Rugby. This includes all administrative functions which are required to ensure the correct management of BRFC which are undertaken in the Pavilion. The Pavilion will be utilised for the sale of alcohol between the hours detailed on the North Dorset County Council Alcohol license during the week and will also be used to provide refreshments during and after Mini and Youth training and fixtures.		<b>Who is at risk:</b>	
		<b>All staff:</b> <input checked="" type="checkbox"/>	
		<b>Operators and/or maintenance staff:</b> <input checked="" type="checkbox"/>	
		<b>Visitors, vulnerable groups, public, etc. :</b> <input checked="" type="checkbox"/>	
Ref	Hazard	Existing Control Measures (Note 2)	Significant Residual Risk. Assessment Req'd
1	Fire in any building or tentage	All buildings/tentage are designated as No Smoking. Suitable receptacles for spent smoking materials have been provided. Suitable Fire Equipment has been deployed in the pavilion.	
2	Contact with unsafe electrical equipment.	All Portable Electrical Equipment will be checked prior to being installed in the pavilion to ensure it is serviceable. Under the terms of the Town Council lease the Town Council are responsible for ensuring all building electrical supplies are subjected to the appropriate LV/HV testing.	
3	Slips, trips and/or falls from uneven ground, spilt food, drinks glasses, other items left on the ground by attendees and /or incorrect playing footwear.	The Pavilion and grounds will be subjected to a Pre-start site inspection by the Members of the club to identify any hazards. Appropriate control measures to deal with identified hazards will be implemented. All parents have been briefed on becoming members of the club that it is their responsibility to supervise their children whilst attending training or during home fixtures.	

4	Crush injuries to spectators and/or players in an emergency situation or structure collapse	Pre start check of all structures prior to match or training activities commencing	
5	Manual Handling Injuries to coaching staff during the setting up of training equipment. Injuries to players from employing incorrect techniques during training.	All club members involved with the set up and dismantling equipment required for training techniques have received the appropriate Manual Handling Training.	
6	Involvement in a Road Traffic Incident	The Car Park at Larksmead is open to both club members and members of the public. Adults are to be aware of the requirements to park correctly and parents are required to supervise their children when in the car park area or on th adjoining public roads.	
7	Involvement of compressed gas cylinders in a fire or damage to a cylinder	The Pavilion is a designated no smoking area and the correct close down procedures for the bar area will be employed at the cessation of opening hours.	
8	Ingestion of contaminated food	Club members who undertake cooking activities at the event have received the appropriate training and are aware of the actions to take in the event of contact with a hot surface or hot liquids. Club members who are not cooking will not be allowed into the designated cooking areas.	
9	Broken cutlery and/or glassware	All club members are aware of the need to swiftly clear away any breakages. Paper/plastic plates and cups/glasses will be provided for use by attendees. No bottles will be served to attendees for consumption outside the Pavilion.	
10	Impact and/or crush injuries from playing	All players if believed to have suffered concussion will be required to attend a medical facility for assessment and if a professional diagnosis of concussion is confirmed players will be required to have a phased return to training/playing as set out in the RFU Concussion guidelines. No players will be permitted to return to training/playing until the required lay off periods have been completed.	
11	Contact with hot surfaces or liquids	Only designated members of the club will be permitted in the kitchen/bar areas. No children are to enter these areas when the Pavilion is open.	

12	Alcohol related incidents due to the consumption excessive amounts of alcohol	All Club Members are aware of the requirement to be self-policing in their behaviour and that they are responsible for their guests. Alcohol will not be served to any persons who appears to have either consumed an excess of alcohol or is under the legal age limit to consume alcohol. Any club member or a guest who is deemed to be under the influence of alcohol or becomes abusive will be asked to leave	
13	Physical or violent abuse from any member of the club or visitor who is intoxicated.		
14	Violence or inappropriate behaviour to players, coaches' administrative staff, supporters or parents		
15	Exposure to bodily fluids	A number of club members are trained in varying levels of First Aid and a First Aid Kit is available which includes disposable gloves to prevent cross infection between injured party and first aider. If in the opinion of club first aiders any attendee requires professional treatment the emergency services will be contacted.	
16	Exposure to climatic extremes	Coaches will ensure that all players and/or parents have been fully briefed when joining the club of the requirements to wear the appropriate clothing and to ensure they are suitably hydrated during matches and training. Water will be available during matches for all players. In extreme climatic extremes matches or training will be cancelled.	

Likelihood		Risk Matrix		
Common, regular or frequent occurrence.	3	3 Med	6 High	9 High
Occasional occurrence.	2	2 Low	4 Med	6 High
Rare or improbable occurrence.	1	1 Low	2 Low	3 Med
Severity		1 Minor injury or illness.	2 Serious injury or illness.	3 Fatalities, major injury or illness.
Hazard Ref	RISK Associated with Hazard ( type of incident, injury or ill health)	Risk Rating	Additional Controls Required (Note 3)	
1	Smoke inhalation, burns or impact/crush injuries from structural collapse to any members of BRFC or a visiting club.	1x1 Low		

2	Electric shock and/or electrical burns to any person utilising the facilities.	1x1 Low	
3	Cuts, grazes, soft tissues injuries and/or broken limbs to players and/or spectators.	1 x 2 Low	Grounds Maintenance work is regularly undertaken to prevent/reduce the risk from cuts due to flints on the pitches.
4	Cuts, grazes, soft tissues injuries and/or broken limbs to any attendees	1x2 Low	
5	Cuts, grazes, soft tissues injuries and/or broken limbs to those involved in the set-up and tear down of facilities and/or training equipment.	1x1 Low	
6	Cuts, grazes, soft tissues injuries and/or broken limbs to any attendees.	1x3 Medium	Continual reminders of the dangers of the car park and public roads briefed throughout the season.
7	Explosion resulting in cuts, grazes, soft tissues injuries, broken limbs and/or building collapse involving attendees utilising the facility.	1x1 Low	
8	Food poisoning including sickness and diarrhoea	1x1 Low	
9	Cuts, grazes, injection injuries and/or soft tissues injuries to attendees	1x1 Low	
10	Cuts, grazes and/or soft tissues injuries to players	1x2 Low	
11	Burns and or scalds to attendees utilising the facilities	1x1 Low	
12	Cuts, grazes, soft tissues injuries, broken limbs, alcohol induce sickness, unconsciousness and/or alcohol poisoning to attendees who become intoxicated	1x1 Low	
13	Distress and or cuts, grazes, soft tissues injuries and/or broken limbs to any attendee due to alcohol consumption by an person attending the event.	1x1Low	
14	Distress and or cuts, grazes, soft tissues injuries and/or broken limbs to any attendee due to alcohol consumption by an person attending the event.	1x1 Low	
15	Contamination through infectious bacteria or viruses entering the body	1x1 Low	
16	Hot Weather: Dehydration or heat exhaustion Cold Weather: Hypothermia to players and coaches	1x1 Low	

Assessor (Note 4)		Manager (Note 4)		Overall Risk Rating (highest risk)
Name:	J Pentney	Name:	N Frampton	
Signature:		Signature:		
Post/Role:	Honorary Secretary	Post/Role:	Chairman	
Manager Assessment Review (Note 4 and 5)				
Date:	01/11/2019	01/08/2021		Review frequency
Name/Signature:		<i>Thomas Davis-Richings</i>		Annual

**Notes:**

- 1 If using a 'Generic' risk assessment, Assessors and Managers are to satisfy themselves that the assessment is valid for the task and that all significant hazards have been identified and assessed. If additional hazards are latterly identified they are to be recorded and the Generic assessment updated.
- 2 Only a reference to the safe system of work or simple description of the control measures is required. If the existing control measures reduce the risk to ALARP and the residual risk is considered not to be significant then no further assessment should be needed for the risk relating to that hazard.
- 3 If the risk assessment identifies the need for additional control measures, the risk relating to that hazard and any other hazard s affected by the change will need to be reassessed once the additional controls have been implemented.
- 4 Managers are to note that they are responsible for production of the risk assessment and that by completing this section they acknowledge ownership of the risk and that the risk assessment is suitable and sufficient. Signatures may be required by local procedures where hard copy risk assessments are used but are not necessary for soft copies as electronic signatures provide an audit trail.
- 5 Risk Assessments are to be reviewed:
  - at a frequency proportional to the risk (e.g. high risk – 6 monthly; medium risk – annually; low risk – every 2 years)
  - where required by local instructions/procedures;

- prior to use if the safe execution of the activity relies on:
  - a permit to work; or
  - stringent adherence to a safe system of work and/or supervision.
- if there is reason to doubt the effectiveness of the assessment.
- following an accident or near miss.
- following significant changes to the task, process, procedure, personnel or line management.
- following the introduction of more vulnerable personnel.

High	Common, regular or frequent occurrence.	3	3 Med	6 High	9 High
Medium	Occasional occurrence.	2	2 Low	4 Med	6 High
Low	Rare or improbable occurrence.	1	1 Low	2 Low	3 Med
<b>Risk Matrix Likelihood X Severity</b>			<b>1</b>	<b>2</b>	<b>3</b>
			Minor injury or illness.	Serious injury or illness.	Fatalities, major injury or illness.
			Low	Medium	High

<b>High</b>	Rigorous scrutiny of control measures required to ensure ALARP, Improve control measures where possible; consider stopping work. Conducting activities at this level of risk may require formal approval from the appropriate Duty Holder.
<b>Medium</b>	Review control measures and improve if reasonably practicable to do so, consider alternative ways of working.
<b>Low</b>	Maintain control measures and review regularly or if there are any changes.

**Blandford RFC Risk Assessment Form**

<b>Organisation:</b> Blandford Rugby Football Club	<b>Assessment Ref:</b> BRFC/RA/002	<b>Date:</b> November 2019
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<b>Location:</b> Club House 53a East Street, Blandford Forum, Dorset, DT11 7DX	<b>Assessment Type</b> <b>(Note 1) tick as appropriate</b>	
	Specific <input checked="" type="checkbox"/>	Generic <input type="checkbox"/>




<b>Activity/Process:</b> This Risk Assessment encompasses all activities which will be provided at the Clubhouse, including rugby training courses, social events including using the facility for a number of skittles teams as their home venue.  <b>Note: Where appropriate a separate Risk Assessment will be produced for specific events.</b>	<b>Who is at risk:</b>	
	<b>All staff: X</b>	
	<b>Operators and/or maintenance staff: X</b>	
	<b>Visitors, vulnerable groups, public, etc. : X</b>	

Ref	Hazard	Existing Control Measures <b>(Note 2)</b>	Significant Residual Risk. Assessment Req'd
1	Fire in building	The Clubhouse is designated as No Smoking. Suitable receptacles for spent smoking materials have been provided. Suitable Fire Equipment has been deployed in the clubhouse.	
2	Contact with unsafe electrical equipment	All Portable Electrical Equipment will be checked prior to being installed in the Clubhouse to ensure it is serviceable.	
3	Slips, trips and/or falls from uneven ground, spilt food, drinks glasses, other items left on the ground by attendees and /or incorrect playing footwear	The Clubhouse will be subjected to a Pre-start site inspection by the Members of the club to identify any hazards. Appropriate control measures to deal with identified hazards will be implemented. All parents have been briefed on becoming members of the club that it is their responsibility to supervise their children whilst attending any functions	
4	Manual Handling Injuries to employees during the setting up of the clubhouse of events.	All club members involved with the set up and dismantling equipment required for training or other social events have received the appropriate Manual Handling Training	

5	Involvement in Traffic Incident	The Car Park at the Clubhouse is open to all club members. Adults are to be aware of the requirements to park correctly and parents are required to supervise their children when in the car park area.	
6	Involvement of compressed gas cylinders in a fire or damage to a cylinder	Clubhouse is a no smoking venue and all cylinders are stored in accordance with manufacturers' instructions. The correct close down procedures for the bar area will be employed at the cessation of opening hours.	
7	Ingestion of contaminated food	Club members who undertake cooking activities at the event have received the appropriate training and are aware of the actions to take in the event of contact with a hot surface or hot liquids. Club members who are not cooking will not be allowed into the designated cooking areas.	
8	Broken cutlery and/or glassware	Club members are aware of the need to swiftly clear away any breakages. For large social events Paper/plastic plates and cups/glasses will be provided for use by attendees.	
9	Contact with hot surfaces or liquids	Only designated members of the club will be permitted in the kitchen/bar areas. No children are to enter these areas when the Clubhouse is open.	
10	Alcohol related incidents due to the consumption excessive amounts of alcohol	Club Members are aware of the requirement to be self policing in their behaviour and that they are responsible for their guests. Alcohol will not be served to any persons who appears to have either consumed an excess of alcohol or is under the legal age limit to consume alcohol. Any club member or a guest who is deemed to be under the influence of alcohol or becomes abusive will be asked to leave. A number of club members are trained in varying levels of First Aid and a First Aid Kit is available which includes disposable gloves to prevent cross infection between injured party and first aider. If in the opinion of club first aiders any attendee requires professional treatment the emergency services will be contacted	
11	Physical or violent abuse from any member of the club who is intoxicated.		
12	Exposure to bodily fluids		



Likelihood				Risk Matrix		
Common, regular or frequent occurrence.	3	3 Med	6 High	9 High		
Occasional occurrence.	2	2 Low	4 Med	6 High		
Rare or improbable occurrence.	1	1 Low	2 Low	3 Med		
Severity		1 Minor injury or illness.	2 Serious injury or illness.	3 Fatalities, major injury or illness.		
Hazard Ref	RISK Associated with Hazard ( type of incident, injury or ill health)	Risk Rating	Additional Controls Required (Note 3)			
1	Smoke inhalation, burns or impact/crush injuries from structural collapse to building occupants	1x1 Low				
2	Electric shock and/or electrical burns to users of the facility	1x1 Low				
3	Cuts, grazes, soft tissues injuries and/or broken limbs at users of the facility and/or staff.	1x1 Low				
4	Cuts, grazes, soft tissues injuries and/or broken limbs to event organisers	1x2 Low				
5	Cuts, grazes, soft tissues injuries and/or broken limbs	1x2 Low	Continual reminders of the dangers of the car park and public roads briefed throughout the season.			
6	Explosion resulting in cuts, grazes, soft tissues injuries, broken limbs and/or building collapse	1x1 Low				
7	Food poisoning including sickness and diarrhea to attendees who consume food.	1x1 Low				
8	Cuts, grazes, injection injuries and/or soft tissues injuries to any attendees	1x1 Low				
9	Burns and or scalds to users of the facility	1x1 Low				
10	Cuts, grazes, soft tissues injuries, broken limbs, alcohol induce sickness, unconsciousness and/or alcohol poisoning	1x2 Low				
11	Distress and or cuts, grazes, soft tissues injuries and/or broken limbs	1x1 Low				
12	Contamination through infectious bacteria or viruses entering the body	1x1 Low				

Assessor (Note 4)		Manager (Note 4)		Overall Risk Rating (highest risk)
Name:	J Pentney	Name:	N Frampton	Low
Signature:		Signature:		
Post/Role:	Honorary Secretary	Post/Role:	Chairman	
Manager Assessment Review (Note 4 and 5)				
Date:	01/11/2019	01/08/2021		Review frequency
Name/Signature:		<i>Thomas Davis-Richings</i>		Annual

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- prior to use if the safe execution of the activity relies on:
  - a permit to work; or
  - stringent adherence to a safe system of work and/or supervision.
- if there is reason to doubt the effectiveness of the assessment.
- following an accident or near miss.
- following significant changes to the task, process, procedure, personnel or line management.
- following the introduction of more vulnerable personnel.

High	Common, regular or frequent occurrence.	3	3 Med	6 High	9 High
Medium	Occasional occurrence.	2	2 Low	4 Med	6 High
Low	Rare or improbable occurrence.	1	1 Low	2 Low	3 Med
<b>Risk Matrix Likelihood X Severity</b>			<b>1</b>	<b>2</b>	<b>3</b>
			Minor injury or illness.	Serious injury or illness.	Fatalities, major injury or illness.
			Low	Medium	High

<b>High</b>	Rigorous scrutiny of control measures required to ensure ALARP, Improve control measures where possible; consider stopping work. Conducting activities at this level of risk may require formal approval from the appropriate Duty Holder.
<b>Medium</b>	Review control measures and improve if reasonably practicable to do so, consider alternative ways of working.
<b>Low</b>	Maintain control measures and review regularly or if there are any changes.