***RISK ASSESSMENT AND RISK MANAGEMENT***

**RISK ASSESSMENT FOR ………Rise Gymnastics**

**ACTIVITY: Year 5/6 Gymnastics competition LOCATION: Davison High School DATE: Thursday 2nd November**

Name: …Alison Groves……………………………………. Organisation: Worthing Schools Sports Association …

Assessment undertaken …1st November …………... Signed …………………………..Date ……………………………Assessment Review Date: -………………………….

|  |  |  |  |
| --- | --- | --- | --- |
|  **LIST HAZARDS HERE** | **List of groups of people who are especially at risk from the significant hazards you have identified:** | **How will you control this risk? (You can append or refer to relevant documentation that explains your safety arrangements, e.g. letter to parents, booklet prepared for students, letter from residential centre, extract in safety manual etc.** | **Post event review (use this column to comment if you have a concern or an incident occurred)** |
| **Straying pupils**  | Pupils  | * Access to the school site will be via a security gate. Once on school site parents/teams follow the path to the school sports hall.
* Schools must ensure they have appropriate ratio of staff to pupils with additional help from parents if required.
* Pupils and Staff to be given clear instructions throughout the event. Staff to be responsible for pupils at all times.
* School and Staff to be made aware of the event.
 |  |
| **Unauthorised photograph taking** | Pupils and Staff  | * Photographs only to be taken by staff from the school or WSSA organisers.
* Staff will need to identify pupils not able to be photographed and ensure organisers are aware.
 |  |
| **Illness from adverse weather conditions e.g. cold**  | Pupils and Staff  | * Schools to be responsible for their own pupils wearing suitable clothing
* In the event of inclement weather organiser will cancel by 12.00 on the competition day.
 |  |
| **Distressed children**  | Pupils  | * Small area available in the side weights room if required. Children remain the responsibility of their designated member of staff.
 |  |
| **Being hit by a vehicle**  | Pupils/ staff  | * Competing schools to arrive at the appropriate time – There is no vehicle access to the school site between 3.20pm and 3:45pm.
* Parents will need to park in the surrounding streets.
* All competitors remain the responsibility of their designated member of staff at all times. Doors to be closed during the competition.
 |  |
| **Child abuse/welfare** | Pupils  | * Teachers to be responsible for their own pupils’ welfare
* Meeting areas to be either in the sportshall or foyer
* Toilets available in the foyer. Children to remain the responsibility of their teachers until safely collected by parents/ guardians.
* Children to remain in the Sportshall unless accompanied by an adult to go to the toilet
 |  |
| **Individual dehydration** | Pupils and Staff  | * Pupils/Staff to bring own drink water bottles.
* Additional water will be available from fountains
 |  |
| **Injury from discarded litter** | Pupils and Staff  | Area to be checked by organisers beforehand.  |  |
| **Injury from competing** | Pupils  | * Schools to be responsible for their own First Aid. Additional First Aid provided by Organisers and if there is an emergency staff from Davison High School
* Staff to ensure that pupils are prepared for the competition and wear appropriate clothing.
* All competitors to abide by WSCC guidelines for participation in physical activity. No jewellery and long hair tied back.
* Check event area is safe before the race any potential hazards to be removed or identified. Floor area to be an appropriate length with good non -slip mats. Vault to be correct competition height with suitable springboard and appropriate landing areas.
* Competition areas to be safe and clear from obstructions or other dangers. Each competition / practise area will be clearly visible and a plan given to staff.
* Spacing and layout of each area will be planned out to ensure safe distance in between. Spectators will have a designated area.
* Equipment will be checked to ensure it is safe to use.
* The Sportshall will be supervised by adult members of staff at all times.
 |  |
| **Requirement to Shelter or Lockdown** | Staff and pupils  | * Schools to follow emergency procedures outlined by Davison High School.
* Lead member of Davison staff present to activate procedures. Run, Hide, Tell.
 |  |

I, the undersigned, confirm I have circulated this Risk Assessment to all relevant staff.

Signed Alison Groves ……… Print Name ……………………………………… Date………………

Countersigned by ………………………………………… Date ……………………

Out of Hours: 01444 411738

Headteacher: 07876 227890