

Risk Assessments Records

General Health and Safety Risk Assessments Sports Halls (general)		No 13
Firm/Company Ousedale School	Department PE/External	
Contact Name Health and Safety Manager	Nature of Business The Sports Hall is used for various sports and physical activity.	
Telephone Number 01908 210203		
<p>Principal Hazards Risks to employees and members of the public could arise due to the following hazards:</p> <ul style="list-style-type: none"> • Limited maintenance, man hours available • Unauthorised use of equipment • Lack of training with storing equipment • Poor floor management • Poor signage for emergency exits and poor state of repair of fire exit doors • Poorly maintained equipment • Teachers not being properly qualified • Over crowding • Lighting / electrical failure • Fire • Back injuries due to poor lifting techniques • Not being able to get assistance quickly enough in an emergency • Activity hazards • Lack of storage, equipment having to be at the side of the activity area. 		
<p>Persons at Risk Employees, pupils and members of the public.</p>		
<p>Main Legal Requirements</p> <ol style="list-style-type: none"> 1. Health & Safety at Work Act 1974 – Section 2 and 3 2. Management of Health & Safety at Work regulations 1999 3. Common Law Duty of Care 4. First aid at work Regulations 1981 5. IRSM guidelines 6. Manual handling regs 1992 7. Electricity at work regs 1989 8. The fire order 2006 		
<p>Significant Risks</p> <ul style="list-style-type: none"> • Injuries to employees, pupils and members of the public due to equipment failure such as electric shock • Injuries to employees, pupils and members of the public from slips, trips and falls • Injuries to employees, pupils and members of the public caused by fire • Fractures or other major injuries due to unauthorised access to equipment 		

- Lack of training storing equipment leading to equipment falling on to Pupils, public or employees
- Poor floor management for example bad use of chemicals when cleaning floors causing slips, trips or falls, surface of the floor becoming slippy or unsuitable footwear.
- Risk to the public, pupils and employees due to teachers not being properly qualified and strain or sprain injuries occurring due to this
- Poor management of emergency facilities for example lack of signage to emergency exits can cause in major or minor injuries in the event of an evacuation
- Over crowding can cause crush injuries in the event of an evacuation
- Lighting or electrical failure can increase risk of major or minor injuries in the event of an evacuation
- Back injuries due to a lack of training in lifting moving and supporting loads
- Conditions / first aids being allowed to become worse due to assistance being in another building
- Injuries sustained by activities within the space or collisions with equipment
- At the Olney site electric winches for basketball and sliding doors on storage may cause injury if not used properly.
- At NP hand winches for basketball and cupboards for sports hall, poor visibility when opening and closing doors may cause injury if not used properly.
- Leaks and pooling on the floor.
- Nets to divide the space if not stored or used properly can cause injury, or whilst out could be a trip hazard.

Consequences

Burns, chemical burns, death, slip trips or falls crush injuries, fractures, strain, sprains and electric shock.

Existing Control Measures

1. All hazardous and harmful materials are identified and the risks to people assessed. COSHH assessments are provided and the appropriate controls are implemented. Monitored by the cleaning contractors
2. Fire risk assessment has been produced. Fire procedures are in place and all employees are trained to deal with fire emergencies. Fire extinguishers are available at every work site
3. A minimum of flammable substances are used on the premises.
4. No smoking is allowed on the premises
5. Manual handling is kept to a minimum. Where there is a risk of injury manual handling assessments are carried out Students shown how to lift/ move equipment safely.
6. All accidents on or around the site are reported and investigated by management. Any changes found necessary are quickly implemented. All accidents, reportable under RIDDOR 1995, are reported to the HSE on form F2508
7. At least 1 qualified First Aider is available during working hours, after school hours site team oversee the use of the space.
8. Reporting of faults with both equipment and PPE is made by the staff using the areas to site, HOD,SLT as appropriate.
9. Training in all emergency procedures give and procedures issued
10. Advice is gained from governing bodies as to set up and brake down procedures when information is available
11. Cleaning chemicals are used in accordance with recommendations given by cleaning companies and those who varnish the floor on a bi yearly basis
12. The layout of storage areas should minimise the need to stretch, reach, bend or twist the body excessively to reach frequently used or heavy items. This can be enhanced by ensuring that storage areas are kept tidy and well organised
13. It is an integral part of the subject to involve pupils in apparatus handling, particularly in gymnastics. However this must be carried out in such a way as to reduce risk to pupils as far as is reasonably practicable. Schools must have arrangements to enable pupils to learn how to handle equipment safely according to their age and strength.
14. PE department staff should carry out pre-use visual checks of equipment to identify obvious defects.

Thorough visual examinations of PE equipment should also be carried out, ideally termly, and records kept.

15. It is the responsibility of everyone in the PE department to inform the Head of PE of any hazards, e.g. defects to equipment, so that appropriate action can be taken.
If the head of PE considers a defect to be a significant threat to health and safety, the equipment must be taken out of action until the defect to the equipment has been remedied and/or the Head of PE agrees it is safe to be used. A notice must be hung on the equipment indicating that it is faulty and must not be used.
16. During activities, such as 'step aerobics', where excessive and repeated impact might be anticipated, suitable training shoes must be worn.
17. Jewellery, i.e. watches, rings, earrings, bracelets, necklaces etc. (including jewellery worn through the ears, nose, eyebrows, lips and other exposed areas of the body) should not be worn whilst participating in physical education lessons. In addition belts with metal buckles should not be worn and long hair should be secured as appropriate to the activity. Pupils should be consistently reminded of these requirements and a check carried out to ensure compliance before activity begins. Some pupils may need to wear personal effects such as spectacles or hearing aids. In these circumstances, the adult in charge should determine whether it is more or less hazardous for the pupils to actively participate wearing such items, both in terms of their own safety and that of the other pupils.
Taping over ear studs is sometimes used to make the situation safe. However, the adult in charge should be confident that this strategy will be effective.
Teachers must not remove or replace earrings. They cannot be responsible for the consequences of removing or replacing earrings. Parents cannot transfer this responsibility to teachers.
18. Supervising adults should be aware of the risks associated with personal participation while teaching or coaching games activities, particularly those which are likely to involve physical contact with pupils or in which hard missiles (e.g. cricket balls) are used. Participation by adults should be restricted to demonstrations in a controlled setting and to keeping games moving. It should not adversely affect their ability to maintain overall control of the games activity. Adults should not participate as team members alongside pupils during games or practices.
19. Students given clear instructions and supervised where remote supervision occurs students should be of suitable ability and age.
20. Recommended that activity should be undertaken with more than one person in the space in case of injury, someone can go for help.
21. Use of apparatus such as ropes/ vaults/ table tennis tables/ beams/ benches, should be set up appropriately and stored appropriately.
22. The appropriate storage of projector/ display equipment should be considered.

Residual Risk i.e. after controls are in place.

Severity 2 Likelihood 1 Residual Risk High Low 2

Information

N/A

Comments from Risk Assessor

Hire of PE spaces is overseen by the finance dept.

Signed.....

Date.....

Review Date