



**Winnersh Rangers Football Club**

**General Risk Assessment**

Compiled By: Sam Dean [in consultation with Chris Jones](#)  
 July 2007

Risk / Activity	Who is at Risk	High Med Low Risk	Control Measures	Person/s responsible
Slipping & Tripping	All	Low	<ul style="list-style-type: none"> <li>➤ Café - spillages and dropped food to be picked up immediately.</li> <li>➤ Trailing cables to be secured appropriately; lighting to be adequate in all areas.</li> <li>➤ Purple Café floors to be swept/dried as necessary during 'muddy days'. <a href="#">Boot cleaners to be put out.</a></li> <li>➤ No football boots to be worn in café &amp; toilets.</li> <li>➤ Laces to be tied safely.</li> <li>➤ Players should avoid playing too close to <a href="#">netting at training venues.</a></li> </ul>	<ul style="list-style-type: none"> <li>➤ Café volunteers.</li> <li>➤ Relevant Volunteer</li> <li>➤ Relevant Volunteer</li> <li>➤ Café Volunteers</li> <li>➤ Managers/Coaches</li> </ul>
Pregnancy	Mother & Unborn Baby	Low	<ul style="list-style-type: none"> <li>➤ Volunteers must advise the Health &amp; Safety Officer of their pregnancy at the earliest opportunity.</li> <li>➤ Health &amp; Safety Officer to carry out the "Risk Assessment for new and expectant mothers" at the earliest opportunity, which incorporates:               <ul style="list-style-type: none"> <li>○ Manual handling</li> <li>○ COSHH including handling of animal excrement</li> <li>○ Hep B/HIV</li> <li>○ Risk of violence / injury</li> <li>○ Lone working</li> <li>○ X-ray</li> <li>○ <u>          </u></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Pregnant Volunteers</li> <li>➤ H &amp; S Officer</li> </ul>
<b>Risk / Activity</b>	<b>Who is at Risk</b>	<b>High Med Low Risk</b>	<b>Control Measures</b>	<b>Person/s responsible</b>

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Ill Health	All	Variable	<ul style="list-style-type: none"> <li>➤ Managers/Coaches to be aware of any health problems players or volunteers may have.</li> <li>➤ Advise players/Volunteers to carry any medication they may need.</li> <li>➤ <u>Parents to stay at training and matches for players who are too young to administer their own medicine.</u></li> <li>➤ Anyone with contagious illness should stay away from activities.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Managers/Coaches</li> <li>➤ <u>Managers/Coaches</u></li> </ul>
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Worsening of an injury	All	Variable	<ul style="list-style-type: none"> <li>➤ A minimum of one qualified first aider must be available to the team during training/playing to prevent the condition worsening and if possible to sustain life.</li> <li>➤ First aid training to be refreshed every 3 years.</li> <li>➤ <u>Manager/Coach should ensure a working mobile phone is available at every training session or they know where the nearest public telephone is located.</u></li> <li>➤ First aid box to be carried to all games/training &amp; checked at intervals and stocks replenished as required.</li> <li>➤ Studs to be checked for safety.</li> <li>➤ Players should seek medical advice after suspected head injury &amp; resume play only under Doctors' guidance.</li> <li>➤ Ensure that vehicles are parked so that ambulance access is readily available to home pitches/training facilities.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Manager</li> <li>➤ Manager/Training Officer</li> <li>➤ Manager/Coach</li> <li>➤ Referee</li> <li>➤ Managers/Coaches in consultation with parents/player.</li> <li>➤ Managers/Coaches</li> </ul>
Fire	All	Variable	<ul style="list-style-type: none"> <li>➤ Fire risk assessment to be carried out for events held indoors. See individual plans.</li> <li>➤ <u>Manager/Coach to acquaint themselves with, and</u></li> </ul>	<ul style="list-style-type: none"> <li>➤ Health &amp; Safety /Officer</li> <li>➤ All to adhere to plans.</li> <li>➤ <u>Manager/Coach</u></li> </ul>

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			<p><u>follow, the published fire instructions at any indoor venue.</u></p> <ul style="list-style-type: none"> <li>➤ Appropriate venues with fire assessments &amp; fire fighting equipment in place to be used.</li> <li>➤ No smoking policy within the club.</li> </ul>	
Manual Handling	All	Low	<ul style="list-style-type: none"> <li>➤ Manual Handling Poster to be displayed in storeroom &amp; all advised to read.</li> <li>➤ Goals &amp; other heavy or awkwardly shaped items to be carried by two or more persons.</li> <li>➤ Players should not be picked up &amp; carried by club personnel unless they are in immediate danger.</li> <li>➤ Café items such as boxes/oven etc should be carried by 2 or more people.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Health &amp; Safety Officer</li> <li>➤ <del>Manager/Coach/Helper+ducting Team Leader or Home Manager</del></li> <li>➤ All</li> <li>➤ <del>Inducting Team Leader</del> <u>All Volunteers</u></li> </ul>
Child Abuse	Players	Low	<ul style="list-style-type: none"> <li>➤ All volunteers to be CRB checked</li> <li>➤ All Volunteers to be vetted through club procedure</li> </ul>	<ul style="list-style-type: none"> <li>➤ Club Welfare Officer</li> <li>➤ Managers to provide info to CWO on request.</li> </ul>

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Electric Shock or Fire <del>c</del> Caused by electrical fault	All	Low	<ul style="list-style-type: none"> <li>➤ Electrical systems check of indoor facilities.</li> <li>➤ Electrical appliances (oven &amp; tea urn) PAT checked annually when older than 1 year.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Winnersh Parish Council/Venue provider.</li> <li>➤ H &amp; S Officer.</li> </ul>
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Using / handling substances that may be hazardous to health	All	Low	<ul style="list-style-type: none"> <li>➤ Use personal protective clothing appropriate to the substance ie disposable gloves for food handling/ washing up.</li> <li>➤ Wear disposable gloves for the provision of first aid to avoid bodily fluids.</li> <li>➤ Avoid first aid sprays.</li> <li>➤ Gloves &amp; disposal equipment supplied for removal of animal excrement from pitches.</li> </ul>	<ul style="list-style-type: none"> <li>➤ All volunteers</li> <li>➤ Managers/Coaches</li> </ul>

Violence / Threats / Abuse	All	Low	<ul style="list-style-type: none"> <li>➤ All families/players should receive a copy of the club code of conduct.</li> <li>➤ Club Committee to treat seriously any allegations of improper conduct.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Manager/Coach</li> <li>➤ Committee</li> </ul>
General accidents	All	Low	<ul style="list-style-type: none"> <li>➤ The training/playing facilities should remain in good repair and regular maintenance and health and safety inspections carried out.</li> <li>➤ Lighting levels should be sufficient at training/playing facilities.</li> <li>➤ Maximum child to coach ratio of 1-16.</li> <li>➤ Ladders should be used to put up goal nets.</li> <li>➤ No jewellery to be worn during matches/training.</li> <li>➤ Regular review of accident reports by CWO</li> </ul>	<ul style="list-style-type: none"> <li>➤ Winnersh Parish Council/Training facilities providers.</li> <li>➤ Managers/Coaches to report poor lighting.</li> <li>➤ Manager/Coaches.</li> <li>➤ Manager/Coaches.</li> <li>➤ Manager/Coaches.</li> <li>➤ CWO</li> </ul>
Injury from faulty equipment	All	Low	<ul style="list-style-type: none"> <li>➤ All equipment should be subject to visual inspection by the team manager/coach each time it is used.</li> <li>➤ Faulty equipment must be labelled and removed from use until repair/replacement.</li> <li>➤ British Standard kite mark equipment only to be purchased.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Team Coach/Manager</li> <li>➤ Team Coach/Manager</li> <li>➤ Kit/Equipment Officer</li> </ul>

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Scalding	Purple Café Helpers/ Public	Low	<ul style="list-style-type: none"> <li>➤ No under 16's in the kitchen during café hours.</li> <li>➤ Tea urn to be positioned so that it pours over the kitchen sink where it should be emptied &amp; cooled before moving.</li> <li>➤ Notice in kitchen.</li> <li>➤ Milk for drinks to be positioned on table close to hatch.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Café Managers &amp; Helpers.</li> </ul>
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Food Poisoning	All	Low	<ul style="list-style-type: none"> <li>➤ Foods should be kept refrigerated before use.</li> <li>➤ Cooked foods should be kept hot &amp; not cooled &amp; reheated.</li> <li>➤ Foods purchased should be within sell-by dates.</li> <li>➤ Frozen meats should be used within 3 months of freezing.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Café Managers &amp; Volunteers</li> </ul>

			<ul style="list-style-type: none"> <li>➤ Frozen foods should be thoroughly defrosted in a fridge before use.</li> <li>➤ Foods should be kept covered when not being prepared to prevent insect/foreign body contamination.</li> </ul>	
Allegations of Child Abuse	Volunteers	Low	<ul style="list-style-type: none"> <li>➤ Volunteers to avoid being alone with a child</li> <li>➤ Follow Club Guidelines &amp; Policies</li> <li>➤ Ensure same sex as children chaperone is present for training &amp; matches whenever possible</li> </ul>	<ul style="list-style-type: none"> <li>➤ All Club Volunteers</li> <li>➤ <u>Managers/Coaches</u></li> </ul>
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Burns sustained during cooking.	All	Low	<ul style="list-style-type: none"> <li>➤ Use appropriate personal protective clothing eg oven gloves and aprons.</li> <li>➤ Remove oven &amp; urn from kitchen ONLY when cool.</li> <li>➤ Ensure safe practices in kitchen are maintained i.e. slippery floors prevented etc.</li> </ul>	<ul style="list-style-type: none"> <li>➤ All Volunteers</li> </ul>
Sustaining injury during Training/Matches	Members; Volunteers; Spectators	Medium	<ul style="list-style-type: none"> <li>➤ Ensure all team coaches are trained to FA first level standard.</li> <li>➤ Use of qualified referees whenever possible.</li> <li>➤ Ensure use of shin pads &amp; footwear appropriate to weather conditions.</li> <li>➤ Examine pitches for risks eg tin cans.</li> <li>➤ Ensure all team helpers have read this document.</li> <li>➤ Spectators at training facilities must not wait/play on pitches.</li> <li>➤ All players must wear shin pads for training/playing.</li> <li>➤ Players should not wear jewellery/have it secured with tape if essential.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Training Officer</li> <li>➤ Managers/Coaches</li> <li>➤ Managers/Coaches</li> <li>➤ <u>Managers/Coaches/Referees</u></li> <li>➤ Managers/Coaches</li> <li>➤ Managers/Coaches</li> <li>➤ <u>Managers/Coaches/Parents</u></li> </ul>

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Goal Posts falling onto a player	Players	Low	<ul style="list-style-type: none"> <li>➤ Ensure posts are secured to the ground on all 3 sides using at least four pegs.</li> <li>➤ Do not allow children to swing from posts/get entangled in net.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Managers/Coaches</li> <li>➤ Managers/Coaches</li> </ul>
Missing Child	Players	Low	<ul style="list-style-type: none"> <li>➤ To ensure that all children are collected by a parent/guardian.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Managers/Coaches/Parent</li> </ul>

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