

Perth Strathtay Harriers

General Risk Assessment - Training and Competitions



Log No	Risk Identified	Risk to Whom	Mechanisms of Risk	Likelihood	Impact	Risk Rating	Existing Controls	Residual Risk	Risk Owner(s)	Comments/Further Information
1	Access/Egress to and from George Duncan Athletics Arena (the track)	Athletes Coaches Volunteers Parents Public	1) Slips, Trips, Falls 2) Horseplay resulting in collisions	Low (2)	Minor (2)	4	1) Parent/Carer supervision 2) Coach/volunteer controlled entry/egress	1	Session Lead Coach (5-6pm session) (6-7pm session) (7-8.30pm session)	
2	Unauthorised Access	Athletes Coaches Volunteers Parents Public	1) Unsupervised individuals or groups being struck by athletics equipment 2) Collisions 3) Damage to facilities	Very Low (1)	Significant (3)	3	1) Coach/volunteer controlled entry/egress 2) Session Coaches maintain a register or athletes 3) Lock main access/egress gate if required 4) Keep secondary access points locked unless supervised	1	Session Lead Coach (5-6pm session) (6-7pm session) (7-8.30pm session)	
3	Grandstand (seating areas, stairs, walkways, office space, toilets, changing facilities)	Athletes Coaches Volunteers Parents	1) Slips, Trips, Falls (including from height) 2) Horseplay resulting in collisions 3) Unsupervised access to facilities	Medium (3)	Significant (3)	9	1) Coach/volunteer supervision 2) Dynamic Risk Assessment of sessions involving use of Grandstand area 3) Fault/Damage reports to be submitted to Perth & Kinross Council Live Active and affected areas to be clearly identified	4	Session Lead Coach Supervising Coaches Volunteers	
4	Plant room, Floodlight controls	Athletes Coaches Volunteers Parents Unauthorised Entrants	1) Unsafe access to controlled areas	Very Low (1)	Severe (4)	4	1) Access doors kept locked at all times 2) Key holders provided with induction training for operating systems	3	Approved Key Holders Session Lead Coach	
5	Main Track (Running Lanes, Throws & Jumps areas (including Steeplechase water jump)	Athletes Coaches Volunteers Parents	1) Slips, Trips, Falls 2) Horseplay resulting in collisions 3) Entry to areas of temporary heightened risk (throws)	Low (2)	Minor (2)	4	1) Scottish Athletics Coaches operating to appropriate supervision ratios 2) Appropriate footwear 3) Use of lookouts at throws areas, giving audible warnings as required 4) Steeplechase water jump to be clearly identified as a hazard when not in use.	2	Session Lead Coach Supervising Coaches Volunteers	
6	Perth Grammar School Gym Hall	Athletes Coaches Volunteers Parents	1) Slips, Trips, Falls 2) Horseplay resulting in collisions 3) Fire	Low (2)	Minor (2)	4	1) Scottish Athletics Coaches operating to appropriate supervision ratios 2) Appropriate footwear 3) Fire Alarm and Evacuation via main doors or fire exits with assembly in front of main stand, Session registers used for roll call to confirm all athletes/coaches and volunteers accounted for	2	Session Lead Coach Supervising Coaches Volunteers	

7	Cross Country (X/C) training area	Athletes Coaches Volunteers Parents Public	1) Slips, Trips, Falls 2) Horseplay resulting in collisions 3) Illegal use of area e.g. off road motorcycles & fireworks 4) Sharps and other hazardous litter/waste 5) Group separation 6) Dogs running loose 7) Bikes/Scooters	Low (2)	Minor (2)	4	1) Scottish Athletics Coaches operating to appropriate supervision ratios 2) Appropriate footwear 3) Dynamic risk assessment following visual sweep of intended training area with all hazards clearly identified and briefed 4) Session register used for roll call at start/end of session.	2	Session Lead Coach Supervising Coaches Volunteers
8	Technical Events (Throws)	Athletes Coaches Volunteers Parents	1) Slips, Trips, Falls 2) Horseplay resulting in unsafe use of equipment 3) Entry to areas of temporary heightened risk - landing zones 4) No throws cage currently available	Low (2)	Significant (3)	6	1) Scottish Athletics Coaches operating to appropriate supervision ratios 2) Appropriate footwear 3) Use of lookouts adjacent to landing zones to issue audible warnings as required 4) Rotational Throws (Hammer/Discus) sessions restricted to sessions where the track is not in general use by other groups.	2	Session Lead Coach Supervising Coaches Volunteers
9	Technical Events (Jumps)	Athletes Coaches Volunteers Parents	1) Slips, Trips, Falls 2) Horseplay resulting in unsafe use of equipment 3) Sharps and other foreign objects in landing area (sandpit)	Low (2)	Significant (3)	6	1) Scottish Athletics Coaches operating to appropriate supervision ratios 2) Appropriate footwear 3) Long jump landing area to be raked and turned over regularly throughout the year and prior to the commencement of each session, with all foreign objects removed. 4) Runways kept clear of trip hazards such as discarded clothing or other debris/litter	2	Session Lead Coach Supervising Coaches Volunteers
10	Road Running	Athletes Coaches Volunteers Parents Public	1) Slips, Trips, Falls 2) Horseplay resulting in unsafe behaviours 3) Traffic and Pedestrians 4) Lack of visibility 5) Group separation	Medium (3)	Significant (3)	9	1) Scottish Athletics Coaches operating to appropriate supervision ratios 2) Appropriate footwear 3) Pre designated routes, selected by virtue of low traffic/road crossings 4) Dynamic risk assessment of proposed route 5) High visibility clothing and lights (as required) 6) Session register used for roll call at start and end of session	4	Session Lead Coach Supervising Coaches Volunteers
11	Equipment Set Up/Break Down	Athletes Coaches Volunteers Parents	1) Slips, Trips, Falls 2) Horseplay resulting in unsafe behaviours 3) Poor manual handling techniques	Medium (3)	Minor (2)	6	1) Appropriate footwear 2) Uneven ground clearly identified and avoided through use of hard surface walkways 3) Individuals personally assess capability to carry items 4) Use of trolleys, carts and additional people to assist with heavy items (High Jump mats)	4	Session Lead Coach Supervising Coaches Volunteers

12	Severe Weather	Athletes Coaches Volunteers Parents	1) Exposure (extreme cold or heat, wind chill) 2) Flying/Falling debris due to high wind 3) Snow and Ice 4) Flooding and extreme rain 5) Lightening strike	Low (2)	Significant (3)	6	1) Dynamic risk assessments; informed by current conditions, Met Office, SEPA, Local Authority and Police warnings/advice in relation to severe weather events; informing club decisions to cancel or postpone sessions and 2) Personal decisions by athletes/coaches/volunteers/parents in relation to attending sessions 3) Suitable clothing for conditions with additional layers including waterproofs, gloves & hats is brought to the venue by all attendees	4	Perth Strathtay Harriers Committee Session Lead Coach Supervising Coaches Volunteers Parents Athletes
13	Club provided travel - coaches/mini buses	Athletes Coaches Volunteers Parents	1) Vehicle breakdowns 2) Road Traffic Collisions	Low (2)	Significant (3)	6	1) Approved vehicle supplier (Perth & Kinross Council) with breakdown recovery - minibuses 2) Approved driver scheme (P&KC test pass) - minibuses 3) Reputable coach hire companies - Coaches 4) Safety equipment (seatbelts) to be worn in compliance with law/regulations	4	Perth Strathtay Harriers Committee Supervising Coaches Volunteers Parents Athletes
14	Safety & Wellbeing	Athletes Coaches Volunteers Parents	1) Injury 2) Physical Health 3) Exploitation 4) Mental Health 5) Separation during travel, competition, training	Medium (3)	Severe (4)	12	1) Scottish Athletics Coaches 2) Adherence to SAA guidance on PVG 3) 1st Aiders on site at all times 4) Emergency Contacts kept up to date 5) Club Health and Safety Policy 6) Club Safety and Wellbeing Policy 7) Session registers 8) Club Missing Person Policy and Guidance	4	Perth Strathtay Harriers Committee Session Lead Coach Supervising Coaches Volunteers Parents Athletes

Risk Matrix Definitions

Likelihood	High (4)				
	Medium (3)				
	Low (2)				
	Very Low (1)				
		Minimal (1)	Minor (2)	Significant (3)	Severe (4)
		Impact			