

Chester u3a Indoor Sporting Risk Assessment Form

Interest Group		Date	
Group Leader		Risk Assessor	
Description of Activity			
Name of Venue			
Answer <u>all</u> Questions as Y, N or N/A. If any question is No , then give mitigation.			
Item	Y, N or N/A	Mitigation	
Wellbeing and Safety. Have you taken a register?			
Do you have emergency contact details for all members?			
Do all attendees have access to water?			
Have all attendees removed loose jewellery?			
Are all attendees wearing appropriate footwear and kit?			
Have attendees properly warmed up?			
Have the attendees had the opportunity to make the group leader aware of any illness that may impact their participations and actions that should be taken?			
Is there a space for attendees who need to take a break?			
Is there a first aid box that is accessible and fully stocked?			
Activity Area. Is the activity taking place in an area specifically designed for this purpose (e.g. a tennis court)?			
Is the activity area suitable for the activity taking place?			
Is the activity area accessible for attendees?			
Is the floor surface in a good condition for the activity to take place safely?			
Have you inspected the activity area for hazards?			
Have you removed any hazards in the area if safe to do so?			
Are spectators kept a safe distance away from the activity?			
Is there a secure area to store attendees' belongings during the activity?			
Equipment. Is the equipment in good condition and fit for use?			
Have the attendees received instruction on the correct use of equipment?			
Is there the correct equipment/vehicle to transport heavy items for the activity?			
Is there a lockable storage or secure area to store the equipment when not in use?			
Fire Safety. Are all fire exits and escape routes, fire alarm points and fire-fighting equipment clearly visible, unobstructed and appropriately indicated?			
Have all members been informed of safety procedures, including where to congregate in the event of a fire?			
Are appropriate procedures in place to assist disabled members who may be present during a fire evacuation?			
Other identified Risks	Mitigation		