**Risk Assessment**

A complete risk assessment must be carried out by the activity organiser which sets out mitigating actions.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Severity | Residual Risk / Likelihood | | | | | |
|  | 1 | 2 | 3 | 4 | 5 |
| 1 | 1 | 2 | 3 | 4 | 5 |
| 2 | 2 | 4 | 6 | 8 | 10 |
| 3 | 3 | 6 | 9 | 12 | 15 |
| 4 | 4 | 8 | 12 | 16 | 20 |
| 5 | 5 | 10 | 15 | 20 | 25 |

|  |
| --- |
| **Likelihood of Occurrence**   1. Remote 2. Possible 3. Probable 4. Almost certain 5. Definite |
| **Severity of Injury**   1. Cut/bruise 2. Severe cut/head injury 3. Broken limb 4. Unconscious/broken spine 5. Fatal |

***Hazard:*** Something with the potential to cause harm.

***Risk:*** The likelihood of hazard reaching its potential.

|  |  |
| --- | --- |
| **Frequency of work activity:** | 5 day event |
| **Number of staff involved:** | Up to 6 plus |
| **Number of people (public) attending:** | Up to 6 at any one time |

| **Identified Hazards**  Associated with the work activity / tools / COSHH and possible injury. | **Persons at Risk**  Delete or add as appropriate | **Risk of Injury**  Before controls are in place. | **Severity of Injury**  Before controls are in place. | **Total Rating**  Risk x Severity | **Control Measures**  Measures which must be in place before work is allowed to start *(Including provisions such as Personal Protective Equipment).* | **Risk of Injury**  After controls are in place. | **Severity of Injury**  After controls are in place. | **Total Rating**  Risk x Severity |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Hair, clothing or jewellery entangled in equipment | Participants | 3 | **3** | **9** | Visual check of participants, they should wear  appropriate clothing and shoes, remove jewellery and tie back long hair. | 2 | **2** | **4** |
| Participants colliding with each other or equipment / obstacles | Participants | 3 | **3** | **9** | Safety briefing and rules and requirements of track behaviour for participants. Provide them helmets. | 1 | **2** | **2** |
| Collisions with non-participants | Participants & Non-  participants | 4 | **3** | **12** | Ensure spectators remain behind course barrier and do not encroach. Barriers around the circuit. | 2 | **2** | **4** |
| Participants not active on track | Participants | 3 | **3** | 9 | Ensure safe area for participants when not on trace track. Ask them to be behind the barrier. | 2 | **1** | **2** |
| Tripping and falling onto a hard surface | Participants | 3 | **3** | **9** | Make participants aware of dangers e.g. slipping, tripping, loss of control, ramps. | 2 | **2** | **4** |
| Contact with foreign elements/objects on the playing surface | Participants | 3 | **2** | **6** | Inspect area prior to start of session, remove isolate any hazards. | 2 | **1** | **2** |
| Misuse or lack of control of equipment leading to purposeful or accidental striking of other people | Participants | 3 | 3 | 9 | Reinforce safety message and race rules Discipline any negative or potentially dangerous behaviour and ask the participant to leave if needed. | 2 | 2 | 4 |
| Showing a negative physical response to exercise – overly heavy breathing | Participants | 2 | **3** | **6** | Observe physical responses. Call 999 if needed. | 1 | **2** | **2** |
| Graze from fall on concrete surface | Participants | 3 | **3** | **9** | Participants to wear safety equipment, helmet, elbow and knee pads and gloves. | 2 | **2** | **4** |
| Wet conditions | Participants/ Leaders/ deliverers | 4 | **3** | **12** | Postpone if rain stops the enjoyment of the activity or it’s too slippery to continue safely. Ramps to  be removed if scooting in wet conditions. | 2 | **2** | **4** |
| Hot / humid conditions Sun stroke or burn | Participants/ Leaders/ | 4 | **3** | **12** | Make aware participants wear appropriate clothing for weather conditions i.e. hats and sun cream. Stop the activity if there are bad weather conditions. | 2 | **1** | **2** |
| Spread of Covid19 (Coronavirus) Personal Hygiene Transfer of virus through poor personal hygiene. | Staff, members of the public, members of council. | 3 | **4** | **12** | Hand sanitiser gel and masks available for everyone to use. Safety talk at the beginning of activity. 2m social distancing markings will be clearly marked on barriers. All staff will wear a mask. | 2 | **2** | **4** |
| Contamination  - Transfer of virus from multiple people  touching safety equipment and scooters. This could then be transferred to other surfaces or to the face. | Staff, member of public or council staff  who may touch the same surfaces. | 3 | **4** | **12** | Individuals observing social distancing guidelines where possible, practice good hand hygiene behaviour. Everyone must sanitise their hands thoroughly before and as soon as possible after the training. After each session all equipment will be wiped down and cleaned with antiseptic wipes. | 2 | **2** | **4** |
| Individuals not being continually aware of the 2m social distancing guidance | Staff, member  of public or  council staff  who may  touch the  same  surfaces. | 3 | **3** | **9** | Staff made aware of social distancing guidelines. Advise back-to-back or side-side working, rather than face to-face, where possible.  2m social distancing markings will be clearly marked on barriers. Participants reminded of 2m social distancing by staff. We will kindly ask them to leave if they don’t follow this rules. | 1 | **2** | **2** |
| Symptoms of Covid-19 | Anybody  taking part in  or associated  with scooter  training. | 2 | **4** | **8** | If anyone is unwell with a recognised Covid 19 symptom they are told strictly not to attend. If symptoms are seen whilst working then the member of staff will be sent home and advised to follow the stay at home guidance. If advised that a member of staff has developed Covid-19 and were recently at one of the scooter training sessions, staff will contact the Public Health Authority to discuss the case, identify people who have been in  contact with them through “Test and Trace” and take advice on any actions or precautions that should be taken. https://www.publichealth.hscni.net/ | 2 | **2** | **4** |
| Correct use of  Facemasks/face  coverings | Staff, members of  the public,  council staff using/wearing face masks or  face coverings. | 3 | **3** | **9** | For scooter training participants are advised to wear face coverings or masks even if they maintain 1-2m distance. All staff delivering the training will wear mask or face coverings even if 2m from participants. | 2 | **2** | **4** |
| First Aid | Staff and anyone he is practicing First Aid on. | 2 | **3** | **6** | Staff is trained in delivering first aid. | 1 | **2** | **2** |
| Crowd Control/less than 6 people | Members of public, staff and council staff taking part in training. | 3 | **3** | **9** | Participants will be advised to only bring essential people in their bubble with them to training on their booking form to keep the numbers to a minimum. If a crowd appears to be forming to watch the raining the session will stop until crowd disperses. | 1 | **2** | **2** |
| Collection of used masks/face coverings | Staff, members of public and  council staff | 3 | **3** | **9** | Black bin provided for used face masks and face coverings. | 2 | **2** | **4** |