

Headington School Risk Assessment Form

RA FORM V1.3 March 2017

Name of Person completing Risk Assessment		Ryan Demaine	Reference No.	
School / Building		Events Training at other clubs / venues	Dept / Position	Performance Director.
Location/Area		Headington School - Rowing	Date of Assessment	19-02-18
Activity / Details of Assessment		Activities within and around the boathouse area (including travel)		
			Date for Review	17-06-19

Severity	X	Likelihood	=	Risk
Severity = Level of potential Injury		Likelihood = Chance of injury		Severity x Likelihood = Risk
1 No action, delay only		1 Very unlikely		1 - 6 Acceptable
2 First Aid only, minor damage		2 Unlikely		8 - 10 Tolerable if strictly monitored but try to improve
3 Minor Injury, illness, time off work, damage		3 Possible		12 - 25 UNACCEPTABLE
4 Major injury, disabling illness, major damage		4 Likely		
5 Fatality	5 Very Likely - Imminent			

Hazard	Who Is At Risk?	Potential Injury	Existing Control Measures	Residual Risk Score SxL=R			Further controls proposed	Action		Signed Off
				Severity	Likelihood	Risk		By Whom	Due Date	
Travel to/from event, other training venue	All users	Accident. Collision. Injury. Death.	Use of School minibus - See risk assessment. Use of hired large bus - See risk assessment Qualified drivers only All occupants must wear seatbelts	4	1	4	Staff vigilance. See transport risk assessment.	Staff	Ongoing	
BOATHOUSE RISK ASSESSMENT APPLIES	All users		See risk assessment							
ROWING RISK ASSESSMENT APPLIES	All users		See risk assessment							
GYM RISK ASSESSMENT APPLIES	All users		See risk assessment							
ROWING ON AMBER / RED FLAG RISK ASSESSMENT APPLIES.	All users		See risk assessment							

All events have their own risk assessments on their own websites. Coaches and rowing staff to view these prior to an event. All parents and pupils are made aware of these and where they can be found.

Event Risk Assessment	All users	Risks covering event	Coaches and Rowers aware of all risks for the event. Often published on their website. If not, HoR to request risk assessment.	4	1	4	Staff and pupil vigilance	Staff Pupils	Ongoing		
Event circulation	All users	Risk of collision. Boat damage. Injury	Marshalls in place. Coaches, where able to, follow on bikes. Coaches, where able to, follow in launches. Crews briefed before going afloat.	4	1	4	Staff and pupil vigilance	Staff Pupils	Ongoing		
HSOBC Marquee - Tables	All users	Items falling from table Hot drinks/water spilling from tables	Tables to be placed on level ground with walking space between table edges and any other obsticals	2	2	4	Staff and parent vigilance	Staff Parents	Ongoing		
HSOBC Marquee - Hot Water Urn	All users	Burns or scalding Urn boiling dry	- Urn placed on secure table on level ground separate from main seating and rest area (separate gazebo) - Urn to be under supervision while in operation and switched off when not needed (staff or parent in area designated for the urn) - Urn lid to be fitted at all times when not refilling	4	1	4	Staff and parent vigilance	Staff Parents	Ongoing		
HSOBC Marquee - Barbeque	All users	Burns Overturning/falling over	- Barbeque placed on level ground with clear walking space around all sides - Only gas barbeque to be used so immediate switch off possible - Barbeque under direct supervision at all times while in operation and switched off when not needed	4	1	4	Staff and parent vigilance	Staff Parents	Ongoing		
Further information											
Assessor's Signature	C Hermes			Date	17/06/2019						
HOD's Signature if appropriate				Date							
Notes:	Guidance can be obtained from Head of Department or Health and Safety Co-ordinator.										
	Paper copy printed and kept in Departments risk assessment folder, electronic copy save in Departments Google Drive RA folder, accessed via Moodle										
	Report any issues, accidents or near-misses (incident not causing injury but potential to do so) to HoD and accident@headington.org										