

Risk Assessment for Elite SF Sport Sessions

Assessed by: Jack Bartram

Date of Assessment: 29/12/2025

Review Date: 29/12/2026

Location: Multiple different venues

Hazard Identification and Risk Analysis

1. Physical Injury (Coaches and Children)

- **Hazard:** Physical injuries such as sprains, strains, fractures, concussions, grazes, cuts and bruises due to the nature of sport activities.
- **Who is at risk:** Coaches, children.
- **Risk Control Measures:**
 - Ensure warm-up and cool-down routines are in place.
 - Coaches should be trained in first aid and CPR.
 - Proper supervision during all activities.
 - Age-appropriate and skill-appropriate drills.
 - Use of correct and safe equipment.
 - Immediate medical assistance available.

2. Equipment-related Injuries (Coaches and Children)

- **Hazard:** Injuries due to faulty or inadequate sports equipment (balls, cones, nets, etc.).
- **Who is at risk:** Coaches, children.
- **Risk Control Measures:**
 - Regular equipment inspection before and after sessions.
 - Ensure all equipment meets safety standards.
 - Replace any damaged or worn-out equipment immediately.
 - Ensure proper usage of equipment (e.g. no rough handling or misuse).

3. Weather Conditions (Coaches and Children)

- **Hazard:** Adverse weather conditions (heat, cold, rain, etc.) leading to heatstroke, dehydration, or hypothermia.
- **Who is at risk:** Coaches, children.
- **Risk Control Measures:**

- Monitor weather conditions before and during sessions.
- Adjust training schedule to avoid extreme weather (e.g., reschedule or move indoors if necessary).
- Provide plenty of water breaks, especially during hot weather.
- Ensure children are dressed appropriately for weather conditions.
- Educate on the importance of hydration and sun protection (e.g. sunscreen, hats).

4. Child Behaviour and Supervision (Children)

- **Hazard:** Inappropriate behaviour or lack of attention leading to accidents or conflicts.
- **Who is at risk:** Children.
- **Risk Control Measures:**
 - Ensure adequate adult to child supervision ratio changes depending on type of session. PE, Holiday camps, 1-2-1, Semi-Private, Birthday Parties, Preschool Sessions, After School Clubs and Lunch Clubs.
 - Establish clear rules and boundaries for behaviour.
 - Use positive reinforcement techniques to encourage good behaviour.
 - Regular monitoring of children during breaks and activities.

5. Health Conditions (Coaches and Children)

- **Hazard:** Existing health conditions or disabilities may lead to risks during physical activity.
- **Who is at risk:** Coaches, children with pre-existing medical conditions.
- **Risk Control Measures:**
 - Obtain medical history forms for children to identify any medical conditions.
 - Coaches should be aware of any child's health concerns, including asthma, allergies, or heart conditions.
 - Adjust training to accommodate any special needs (e.g. provide additional rest or modified exercises).
 - Encourage children to inform the coach if they feel unwell or fatigued during activities.

6. Safeguarding and Child Protection (Children)

- **Hazard:** Risk of inappropriate behaviour or breach of safeguarding guidelines.
- **Who is at risk:** Children.

- **Risk Control Measures:**
 - Coaches must have up to date safeguarding and child protection training.
 - Ensure there is a designated safeguarding officer on site.
 - Clear guidelines for parental consent forms and emergency contact information.
 - Regularly review safeguarding protocols and ensure compliance.

7. Slips, Trips, and Falls (Coaches and Children)

- **Hazard:** Slippery or uneven surfaces leading to slips, trips, and falls.
- **Who is at risk:** Coaches, children.
- **Risk Control Measures:**
 - Ensure the sports area is free from hazards (e.g. no litter, wet spots, or obstructions).
 - Mark any areas that are uneven or have temporary hazards (e.g. wet floor).
 - Encourage children and coaches to wear proper footwear (sports shoes with good grip).
 - Regularly inspect the facility for potential hazards.

Likelihood and Severity Assessment

Hazard	Likelihood (1-5)	Severity (1-5)	Risk Rating (Likelihood x Severity)	Action Required
Physical Injury (Coaches/Children)	3	4	12	Ensure proper supervision, warmups, and safety equipment.
Equipment-related Injuries (Coaches/Children)	2	3	6	Regular equipment checks, proper handling.
Weather Conditions (Coaches/Children)	3	4	12	Monitor weather, adjust plans, provide hydration.
Child Behaviour and Supervision	2	3	6	Ensure proper supervision, establish behaviour rules.

Hazard	Likelihood (1-5)	Severity (1-5)	Risk Rating (Likelihood x Severity)	Action Required
Health Conditions (Coaches/Children)	2	5	10	Collect medical forms, adapt activities as needed.
Safeguarding and Child Protection	1	5	5	Train staff in safeguarding, maintain clear guidelines.
Slips, Trips, and Falls (Coaches/Children)	3	3	9	Regular inspections, maintain safe surfaces.

Additional Notes and Recommendations

- Ensure a clear communication channel between coaches, children, and parents for any potential issues or concerns.
- Coaches should have a fully stocked first aid kit, with specific attention to sports-related injuries (e.g. ice packs, bandages).
- All coaches should be familiar with emergency procedures, including the nearest hospital or medical facility.
- Consider periodic training for both children and coaches on injury prevention and response.

Acknowledgement and Acceptance (BrightHR)

All self-employed coaches and contractors engaged by Elite SF are required to read and acknowledge this Policy Breach Procedure, along with all associated policies, via the BrightHR system (or equivalent compliance platform used by the business).

Acknowledgement via BrightHR constitutes confirmation that the individual:

- Has read and understood the contents of this procedure
- Agrees to adhere to all company policies and standards
- Understands the consequences of policy breaches as outlined

Failure to complete policy acknowledgement may result in:

- Suspension of work allocation
- Removal from scheduled sessions until compliance is confirmed

The business reserves the right to rely on digital acknowledgement records as evidence of acceptance of terms and expectations.

Adopted on: 29th December 2025

Signed on behalf of Elite SF: J. Bartram

Date for review: 29th December 2026