

## **OFFSITE RISK ASSESSMENT**

### **Assessment Overview**

**Location:** Judgemeadow Community College, Marydene Drive, Leicester LE5 GHP

**Assessor:** Michelle Devlin

**Date:** 01.04.22

**Health and Safety Officer:** Michelle Devlin

**Michelle Devlin Contact:** 07376 928450

### **HAZARDS IDENTIFIED**

#### **1. Natural Hazards**

- Slips, trips, and falls
- Adverse weather conditions (sun, wind, rain, thunder, lightning)

#### **2. Animal-Related Hazards**

- Bite, scratch, sting, allergic reaction, or serious injury by loose animals

#### **3. Emergency Situations**

- Fire or emergency evacuation
- Getting lost/loss of goods

#### **4. Inappropriate Interaction**

- Inappropriate interactions among participants or visitors
- Behavioral expectations
- Anti-bullying policies

#### **5. Health Risks**

- Spread of infections/germs
- Medical emergencies

#### **6. Child Protection and Safeguarding**

- Ensuring the safety and well-being of all participants, particularly minors.

## **CONTROL MEASURES**

### **General Safety Measures**

- Supervision: Constant supervision of participants is maintained at all times.
- Medical Information: Collect and know medical information for all participants present.
- Parental Notification: Parents must notify staff of any required epinephrine auto-injectors or medications ahead of time.
- Emergency Protocols: Emergency evacuation protocols will be obtained from the venue and communicated to all participants.

### **Natural Hazards**

- Environmental Awareness: Regular scanning of surrounding areas for potential hazards.
- Weather Preparedness Suitable weather protection (e.g., sunscreen, hats, waterproof clothing) must be brought and worn.
- Weather Monitoring: Coaches will monitor weather forecasts and notify parents of any changes as soon as possible.

### **Animal-Related Hazards**

- Qualified First Aider: A first aid qualified coach will be on site at all times.
- Incident Reporting: All accidents/near misses must be logged on the sessional register and reported to the health and safety officer.
- Strict Animal Policy: A strict policy of no feeding or stroking any animals will be enforced.

### **Emergency Situations**

- Emergency Evacuation: All participants will be inducted on emergency evacuation procedures upon arrival.
- Fire Protocol: Clear fire exits will remain accessible and visible at all times.

### **Inappropriate Interaction**

- Communication Tools: Appropriate communication tools and tactics will be promoted prior to the session.
- Reporting Protocols: Participants will be instructed to report any issues or concerns regarding members of the public immediately to a coach or parent.

### **Health Risks**

- First Aid Availability: First aid kit available onsite to manage minor injuries; all coaches are first aid trained.
- Hygiene Practices: Hand-washing and sanitizing stations will be available; participants are advised to bring individual hand sanitizer.

### **Child Protection and Safeguarding**

- DBS Checks: All staff, including coaches, must undergo Disclosure and Barring Service (DBS) checks prior to employment.
- Safeguarding Training: Staff will be trained in safeguarding policies and procedures to recognise and respond to concerns.

**Documentation**

- Document all incidents in the sessional register, noting the time, nature of the incident, actions taken, and any follow-up required.
- Include details of any communication with parents or emergency services.

**Post-Incident Follow-Up**

- Conduct a debriefing session with staff after any incidents to review the response and identify improvements needed for future incidents.
- Follow up with affected individuals and their parents to check on their well-being.

**Assessor Signature:** M. Devlin

**Date:** 01.04.22