**Risk Assessment**

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| **CONSIDERATIONS: Significant issues** | **CONTROL MEASURES: Strategies required to manage risks safely** |
| **Participating School Responsibilities** | **County Durham School Games (CDSG) Responsibilities** |
| **LEADER SUPERVISION**School staffChild protection | * Accompanying staff approved by head teacher
* School staff retain overall responsibility for supervision of their pupils
* School staff give permission for pupils to leave room/competition area e.g. to go to toilet
* Pupils counted before departing from events
* School risk assessment as above
* Be familiar with event safety and welfare policy and Team Manager responsibilities
 | * CDSG staff qualified and experienced
* Events adequately staffed so that teachers from schools are not required to assist and can supervise their pupils
* Pupils referred to teacher when seeking permission to leave room/ competition area e.g. to go to the toilet
* Club/SGO core staff have responsibility for the conduct of leadership students and Club used in the running of competitions in association with supervising teachers from respective schools providing leaders
* Appropriately qualified and suitable CDSG staff, leadership students and SGO/Club staff recruited and deployed as per event safety and welfare plan
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| **THE GROUP**Behavioural and Medical Issues | * School staff should make CDSG staff aware of any relevant medical or behavioural issues with their pupils (including allergies)
* Adequate supervision for pupils with identified medical or behavioural issues
* Asthmatics reminded to bring inhalers
* Pupils adequately equipped e.g. warm clothing, waterproof clothing, sun cream, sun hats, as appropriate for activity and season
* Pupils drinking plenty of fluids when exercising in a hot environment/weather
 | * CDSG staff will make participants aware of Event Code of Conduct
* CDSG staff will adhere to County Durham School Games Code of Conduct
* CDSG safety and welfare plan in place and adhered to by CDSG staff
* Make school staff aware of any medical concerns or persistent behavioural issues with their pupils
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| **CONSIDERATIONS: Significant issues** | **CONTROL MEASURES: Strategies required to manage risks safely** |
| **Participating School Responsibilities** | **CDSG Responsibilities** |
| **THE ACTIVITY**Competition  | * Pupils of appropriate age and ability brought to competition
* Pupils warmed up prior to competition
* Pupils aware of the rules for the sport they are playing
* Pupils understand and adhere to the CDSG Code of Conduct
 | * Competition managed with appropriate safety procedures
* Relevant NGB guidelines followed e.g. age groups
* Appropriate safety briefing given to competitors prior to competition
* CDSG staff will adhere to County Durham School Games Code of Conduct
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| **THE ACTIVITY**Personal Clothing and Personal Equipment | * Appropriate footwear and sports clothing worn
* Jewellery removed and long hair tied back
* Personal protective equipment worn as stipulated by NGBs in afPE ‘Safe Practice in PE and School Sport
* Parents informed of recommendation for pupils to wear PPE
 | * Appropriate and relevant information sent to schools for the activity in line with the County Durham School Games risk assessment. It is the schools responsibility to ensure that pupils have adequate personal clothing to take part in this event.
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| **CONSIDERATIONS: Significant issues** | **CONTROL MEASURES: Strategies required to manage risks safely** |
| **Participating School Responsibilities** | **CDSG Responsibilities** |
| **THE ENVIRONMENT:**Facility e.g. sportshall/pitchEquipmentInjuries | * School staff to report concerns to CDSG staff
* School staff to report concerns to CDSG staff
* Staff to manage treatment of injury referring to venue/ event first aid facility as necessary

Accidents/incidents recorded and reported in line with the School’s /Venues Health & Safety policy | * Facilities checked to ensure they are safe e.g. free of obstructions
* Equipment checked to ensure it is safe
* First Aid Kit, First Aider and telephone to summon emergency response /assistance at every venue
* Information regarding First Aid provision provided to school staff prior to the event in Event Information pack
* Accidents /incidents recorded and reported in line with the Health & Safety policy
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| **EMERGENCY ACTION** | * Emergency situations will be managed according to Event Safety and Welfare Plan and in accordance with host venue emergency evacuation procedures
 | * Support school staff and or emergency services as required - comply with emergency procedures
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| **ONGOING RISK ASSESSMENT AND RISK MANAGEMENT:** All staff must respond to changing and unforeseen circumstances e.g. changes in weather, pupils’ behaviour, ineffective officiating, and dangerous play. School staff retain the overall responsibility for withdrawing their pupils from an activity if they do not consider it safe. |

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| **ALTERNATIVE ARRANGEMENTS:**If sufficient suitably qualified or experienced staff are not available to run the event safely, or if inclement weather makes it unsafe to play, the event will be postponed or cancelled by CDSG staff. |