



## Risk Assessment Form with sample risks and mitigations Ed. 30.9.2024

<b>Assessor</b>	<b>Location</b>	<b>Date of Assessment/ Number</b>
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**Activity or Task being assessed:**

In case of an event include Visitor Profile and Attendance

**Who (and how many) may be affected by the task – State potential risks and identify any in the shielded or at risk category**

**General**  
**Known Inclusive Skaters**

In case of an event include Visitor Profile and Attendance

**Specific**

**known Inclusive Skaters – see timetable/ membership group for participants and Sport 80 platform for details**

Staff,

Coaches

Trainee Coaches/assistant coaches

Coordinators, Leaders,

Session Monitors / Safety Officer

Volunteers,

Parent / Carer (present for all skaters at all times)

Organisers/ LOC,

Promoters Staff,

Exhibitors,

Contractors,

Young/new/inexperienced staff,

Inclusive Skaters,

Able-bodied Skaters,

Disabled,

Children,

New/expectant mothers, Elderly,

Visitors,

<b>Identify Hazards that could reasonably be expected to result in significant harm</b>					
<b>Hazard</b>	<b>Consequences</b> What could result from the hazard?	<b>Risk Rating</b> Probability x Severity = risk level	<b>What control measures would reduce risk of injury or ill health</b>	<b>Revised Risk Rating</b> Probability x Severity = risk level	<b>Action Level</b> High, Medium, low
<b>Rink Surface</b>	<b>Risk of slips, trips and falls causing personal injury to skater</b>	<b>P5 X S4 = 20</b>	<ol style="list-style-type: none"> <li>1. Skaters to wear necessary protective gear, including helmets where appropriate and suitable skating boots for surface</li> <li>2. Accredited IS Safety Officer supervising session and ensuring that all Inclusive Skating Safety policies are followed</li> <li>3. Qualified coach supervising session and all activities to ensure that all activities are safe for all participants</li> <li>4. Adequate volunteers available to support activities</li> <li>5. Session attendance restricted to maximum of 10 skaters to 1 coach/ activity supervisor and subject to type of activity being undertaken and the competence level of skater</li> <li>6. Safety Officer to check the ice surface and rink barrier to ensure that the surface is safe and maintained prior to the start of the session and monitored throughout session</li> <li>7. Where defect is identified as being dangerous then the session is stopped</li> </ol>	<b>P1 X S4 = 4</b>	<b>HIGH</b>
<b>Skaters</b>	<b>Risk of personal injury or harm to themselves and others</b>	<b>P4 X S4 = 16</b>	<ol style="list-style-type: none"> <li>1. Skaters to wear necessary protective gear, including helmets where appropriate and suitable skating boots for surface</li> <li>2. Accredited IS Safety Officer supervising session and ensuring that all Inclusive Skating Safety policies including Health Policy are followed</li> <li>3. Qualified coach/volunteer supervising session and all activities to ensure that all activities are safe for all participants</li> <li>4. Adequate qualified volunteers available to support activities</li> <li>5. Session attendance restricted to maximum of 10 skaters to 1 coach/ volunteer activity supervisor and subject to type of activity being undertaken and the competence level of skater</li> </ol>	<b>P1 X S4 = 4</b>	<b>HIGH</b>

			<p>6. All skaters are registered on inclusive Skating platform and individualised risk assessment carried out and risk mitigation strategies implemented</p> <p>7. 2 Qualified First Aid officers to be present at all times</p> <p>8. Satisfactory DBS/PVG checks to be carried out. Coaches and volunteer activity supporters to have enhanced disclosure certificate</p> <p>9. Coaches, Safety officer and volunteers briefed on accident reporting procedure</p> <p>10. Safety officer, coaches and volunteers to be easily identified by skaters through uniform.</p> <p>11. All skates and equipment to be well maintained and suitable for skaters.</p> <p>12. Safety officer ensures that Health Policy policy guidelines are followed and that all participants are aware of their responsibilities.</p>		
Volunteers and coaches	Risk of personal injury or harm to themselves and others	P3 X S5 = 15	<p>1. Coaches and volunteers to wear necessary protective gear, including helmets where appropriate and suitable skating boots for surface</p> <p>2. Accredited IS Safety Officer supervising session and ensuring that all Inclusive Skating Safety and Health Policy policies are followed</p> <p>3. Coach and volunteers supervising session to be suitable qualified for all coaching activities and to have passed the Accredited Inclusive Skating Safety Advisor course</p> <p>4. Coach and volunteers to work in accordance with all Inclusive skating policies and any other relevant government and governing body for sport guidelines.</p> <p>5. Coaches and volunteers to undertake personal professional development in accordance with Inclusive Skating and other governing body for sport.</p> <p>6. Coaches and volunteers ensure that Health Policy policy guidelines are followed and that all participants are aware of their responsibilities.</p> <p>7. Coaches and volunteers are aware of all risk assessments, stay alert at all times and especially before, during and immediately</p>	P1 X S5 = 5	MEDIUM

			after the session; and, take appropriate action to minimise the risk of harm at all times. Be prepared to say No.		
Health Policy etc	Risk of spread of illness	Probability & severity will vary according to location and individual circumstances	<ol style="list-style-type: none"> <li>1. Suitable hygiene – hand washing and/or hand sanitiser</li> <li>2. Physical Distancing measures are put in place and cover car park, facility and rink. Measures should ensure restricted and identifiable space usage at facility and on rink. A minimum of 25sqm per person should be available for each skater on rink.</li> <li>3. Planning program in advance to minimise risks</li> <li>4. Participants should agree not to attend activity if they are at risk of spreading Health Policy (written consent is not required)</li> <li>5. Signs should be placed at venue to advise Participants of their responsibilities</li> <li>6. Sessions should be managed by Safety Officer who is trained and accepts the role and responsibilities of the Health Policy Officer</li> <li>7. Post session departure should be managed appropriately</li> <li>8. Coaching and volunteer rations should be managed appropriately to ensure safety rules while skating are followed by all participants</li> <li>9. Return to Training guidance should be communicated to all participants (letter/e-mail/social media/ signs) in advance and suitable training provided as necessary.</li> <li>10. Risk assessments should be conducted in advance and for each activity</li> <li>11. All participants should be registered and contactable</li> <li>12. Changing room/chair protocol should be put in place</li> </ol>		Not applicable As additional risk unless brought into specific operation
Training Coaches	Inexperience	2 x 3	<ol style="list-style-type: none"> <li>1. Presence of coach mentors</li> <li>2. High ratio of care support and low numbers of skaters</li> <li>3. Parents/ carers present at all times</li> <li>4. Appropriate selection of activities</li> <li>5. Training coaches following training plan for coach and volunteer development</li> </ol>	1 x 2	Medium
Low spatial awareness of participants	Collisions	3 x 4	<ol style="list-style-type: none"> <li>1. Use Traffic patterns and agree and communicate timing and application of patterns with all participants including coaches</li> <li>2. Visually impaired skaters use predictability of patterns and visual guides as necessary</li> </ol>	1 x 2	High

			<p>3. autistic skaters can use predictability if given knowledge that they do not acquire for social context</p> <p>4. Volunteers/ coaches/ skaters apply the code of practice of the patterns and ensure that everyone follows for the activity</p> <p>5. divide ice into sections and every group stays in their section where appropriate</p> <p>6. Scheduling of breaks planned to increase rink usage and work zones</p> <p>7. Skaters with low awareness of traffic patterns provided supervision</p>		
Inappropriate behaviour	Risk of inappropriate behaviour escalating affecting the skater and other participants	P2 x S3	<ol style="list-style-type: none"> <li>1. Enforce safety and safeguarding policy – parents and carers informed of necessity of being present at all times and comply with the policy,</li> <li>2. If skater and/or parent fails to behave appropriately and does not comply then the skater and parent are suspended from future activities.</li> <li>3. Future participation would require specialist professional and independent support that is not currently available.</li> </ol>	P1 X S3	High
Skating activity	Risk of personal injury or harm to themselves and others	P3 X S5 = 15	<ol style="list-style-type: none"> <li>1. Coaches and volunteers to wear necessary protective gear, including helmets where appropriate and suitable clothing and footwear, if no appropriate footwear then admittance to the session will not be allowed</li> <li>2. Accredited IS Safety Officer supervising session and ensuring that all Inclusive Skating Safety policies are followed</li> <li>3. Coach and volunteers supervising session to be suitably qualified for all coaching activities and to have passed the Accredited Inclusive Skating Safety Advisor course</li> <li>4. Coach and volunteers to work in accordance with all Inclusive skating policies and any other relevant government and governing body for sport guidelines.</li> <li>5. Coaches and volunteers to undertake personal professional development in accordance with Inclusive Skating and other governing body for sport.</li> <li>6. coaches to be aware of range of skills within the group and adapt activity as required to ensure safety, tailoring the session to the group</li> </ol>	P1 X S4 = 4	High

			<b>7. Coaches and volunteers are aware of all risk assessments, stay alert at all times and especially before, during and immediately after the session; and, take appropriate action to minimise the risk of harm at all times. Be prepared to say No.</b>		
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<b>Conclusion</b>	
Overall Summary of Risk Assessment Highly supervised sessions with coaches present and organiser present at all times to provide support reduce risks to very manageable levels	
Further Actions required and Date complete Sessions to be continually monitored	
Assessors Name	Date
Signature	

### Current Potential Risks

Skating is a risky sport with potential risks including: falls leading to minor or major injuries, collisions, surface defects, equipment defects etc.

Inclusive skaters have many challenges that add to the risks so all Inclusive Skaters require an individual risk assessment too.

The Health Policy. Pandemic and other disease processes adds the risk of illness and requires additional measures to be put in place to reduce the risk of the spread of illness.

### Risk Mitigation

The Inclusive Skating and Health Policy Safety Policy contain guidance on the identification of risk and the management and mitigation of many of the risks that arise. For example, falling is common when skating; but, we can reduce the likelihood of injury by wearing suitable protective clothing, teaching skaters how to fall and get up safely and coaching skills are developed in a planned and progressive manner. All participants should always undertake their own risk assessment too and consider whether the activity is safe for them to do given their own personal circumstances.

#### Current sample protocols

The current sample protocols are not exhaustive and a full risk assessment should be carried out and co-ordinated with the facility and rink management. This risk assessment is how the activity is intended to proceed during the Health Policy pandemic and at other times also. This document evidences how you intend to reasonably protect any participants, workforce and the general public from risks. Accordingly, the protocols must be reviewed regularly and changed accordingly if measures or guidance changes.

#### Further Support

If you need additional support contact the team at Inclusive Skating.



## Completing Risk Assessments

1. A separate risk assessment should be conducted for each activity noting the location, the risk surface and facility, the date and time and the accountable manager of the activity. This could be the Safety Officer, the coach or the Leader of the Activity.
2. The format is to note down the risk along with a number scale of how severe the outcome of that risk would be prior to implementation of risk mitigation strategies. Then the prevention strategy would be noted down followed by another number from the scale of severity which should now be a lower number due to the safety precautions taken.

Probability      1=very unlikely      2=possible      3=probable      4=very likely      5=almost certainly

Severity          1= very minor          2=minor          3=serious          4=major          5=fatal

3. Details of Further Action required to control Risks should be completed when a potential risk requires further action that is not covered by the current strategies. If necessary the activity should be delayed until the additional measures are implemented. In which case the risk assessment should be repeated.
4. The conclusion should evaluate the overall outcome of the risk assessment and should be signed by the responsible person and dated. The final numbers will give an indication where the activity sits on the acceptability scale.

1-7= low risk              reasonably acceptable risk, modify wherever possible. Implement control measures. Monitor  
8-17 = medium risk      tolerable risk. Review and modify wherever possible. Implement control measures. Monitor  
18-25 = very high risk    Unacceptable risk. Stop activity and modify urgently. Enforce control measures.

5. The activity should only proceed if the assessor can confirm the following. "This assessment is an accurate statement of the known hazards, risks and precautions. I certify that the control measures will prevent or, if this is not possible, control the risk subject to the level shown above and that participants will be adequately trained and supervised, and the identified control measures implemented. The contents of this assessment will be communicated to staff and all relevant persons."