**Why Bother?**

Those running the society have a **legal duty of care** to ensure the safety of its members and any other people who may be affected by its activities and events. A **risk assessment** is not just a box ticking exercise, it is a useful checklist of what might go wrong and how your society and committee can reduce the risk. In the event of an **incident** you will need to produce your risk assessment as part of proving the committee fulfilled their legal duty of care.

**How do I assess risk?**

For every hazard, you need to ask yourself how severe it is and how likely it is to happen. Severity and likelihood are each given a value, which are multiplied together to give you the risk factor. The tables below are useful for deciding what numbers to assign severity and likelihood.

|  |  |
| --- | --- |
| **Severity of Harm** | **Description** |
| High (3) | Major injury or death; loss of limb or life-threatening conditions. |
| Medium (2) | Moderate injuries. |
| Low (1)  | Minor/insignificant injuries. |
| **Likelihood** | **Description** |
| High (3) | Will probably occur in most circumstances  |
| Medium (2) | Might occur, but uncommon  |
| Low (1)  | Rare, only occurs in exceptional circumstances  |



**What do I do?**

For risk scores of 3 or less, simply follow existing practices. Scores of 4 or more will require you to think of, and implement, some additional preventative measures to reduce risk before continuing the activity. For risk scores of 9, avoid the activity and seek an alternative. For example: if a risk is of medium severity and low likelihood, it would get a risk score of 2.

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| **Society: Women’s Hockey** | **Assessor: Amy Booth** | **Date: 09/09/2021** |
|  |
| **#** | **Perceived Hazard**  | **Persons affected**  | **Control Measures**  | **Severity** | **Likely** | **Risk Score** | **Action By** | **Date Completed**  |
| 1 | COVID-19 – transmission from person to person | All | Members to bring their own, labelled water bottleAll equipment must be cleaned prior to and after use. Social distancing must be adhered to when entering the site, once inside, preparing equipment and exiting the site. Members must wash their hands prior and post each session.Members must be 2m apart. | 3 | 2 | 6 | * Amy Booth
 | 09/09/2021 |
| 2 | COVID-19 – transmission from infected surfaces |  | Limit contact with surfaces in communal areas. Wash hands after touching any surfaces in communal areas. | 3 | 1 | 3 | “ | “ |
| 3 | COVID-19 – transmission from equipment |  | Equipment should be cleaned before and after the session. Committee and coaches to abide by NGB guidance on cleaning practices Equipment must not be shared between members. | 3 | 2 | 6 | “ | “ |
| 4 | COVID-19 – transmission from members of the public |  | Abide by government social distancing guidelines.Wear a face covering if social distancing is not possible, or the facility requires you to do so.  | 3 | 1 | 3 | “ | “ |
| 5 | COVID-19 – transport and travel |  | Encourage members to walk or cycle to the session rather than car or public transport and only to travel in household groups - maintain social distance from everyone else.Members must travel by public transport or share a car with members of their household. | 3 | 1 | 3 | “ | “ |
| 6 | COVID-19 – toilets and changing rooms |  | You may need to use changing rooms & toilets one at a time to ensure social distancing measures can be adhered to.If possible, members should be asked to arrive changed and ready to train so use of changing facilities is not essential.If possible, members should be advised to shower and change at home after a session to avoid the use of communal facilitiesLimit contact with changing room benches. | 3 | 2 | 6 | “ | “ |
| 7 | COVID-19 – awareness of covid-19 processes and guidelines |  | Latest NGB guidelines should be shared with members (insert link) | 2 | 1 | 2 | “ | “ |
| 8 | COVID-19 - symptoms |  | Members are required to self-screen to prevent anyone with symptoms or living in a house with anyone with symptoms or awaiting a Covid-19 test, from attending sessions.Members must not attend if experiencing a loss of taste or smell, a new continuous cough, a fever, or a temperature. | 3 | 1 | 3 | “ | “ |
| 9 | COVID-19 – Track and Trace |  | Ensure everyone has logged their attendance on the Track and Trace app.Members must give contact details to a committee member. | 2 | 2 | 4 | “ | “ |
| 10 | COVID-19 – Site staff first aid limitations |  | In the case of an accident or injury, the injured party will self-administer their own first aid, if this is not possible, a first aid qualified coach or committee member is able to administer first aid using full personal protection equipment (PPE). | 1 | 2 | 2 | “ | “ |

