


CLUB AND SOCIETY RISK ASSESSMENT		Degree of Risk		Risk Rating Matrix								
Society Name:	Leeds university union netball club	Likelihood		Severity								
Category:	Indoor sport	5	Inevitable	Likelihood		1	2	3	4	5		
Author(s):	Sophia Warn	4	Highly Likely		1	1	2	3	4	5		
Author(s) signature and date:	27/06/2025	3	Probable		2	2	4	6	8	10		
Persons Responsible:	Club captain- Sophia Warn	2	Unlikely		3	3	6	9	12	15		
Staff Sign Off:		1	Remote possibility		4	4	8	12	16	20		
Staff Additional Check:				Severity								
Locations:	The EDGE, Gryphon sports centre and Cromer Terrace	5	Very high - multiple deaths									
Details of Activities:	We are one of the top performance clubs at the University of Leeds. We have six teams that compete in local and national BUCS leagues, alongside our development squad BUCS' team, and the Social Netball leagues and training that we provide. LUUNC training squads train multiple times a week at The Edge and Gryphon facilities. We play weekly BUCS matches and cup games, which are	4	Highly - death, serious injury, permanent disability									
		3	Moderate - Off Uni/work for at least 5 days									
		2	Slight - First aid treatment									
		1	Nil - Very minor									
						Risk rating score					Action	
						1 - 4					Broadly acceptable – no action required	
						5 - 9					Moderate - Reduce risks if reasonably practicable	
						10 - 15					High risk - Priority action to be undertaken	
						16 - 25					Unacceptable - Action must be taken immediately	
												

	followed by huge socials every Wednesday - we train hard so that we can party harder!		
People who may be affected:	<ul style="list-style-type: none"> • Society members and participants • Coaches • Viewers at games 		

Identify Hazards	Estimate the risk				Evaluate the risk				Evaluate residual risk
Hazard	How may harm result?	Likelihood	Severity	Rating	Risk control measures	Likelihood	Severity	Rating	Further action required? <i>Only fill out if additional control measures are needed to be implemented or reviewed</i> Include timescales and who is responsible for implementation
Coaches, players and onlookers									
<i>Acute physical injury during training or a match</i>	Players during a match or training session, landing incorrectly, colliding etc. Players, coaches and those in attendance at the match and or training taking part or close to activity involving	3	2	6	Players must wear appropriate sportswear, no jewellery or piercings and nails cut short and round - this should be checked before starting, by the coach at training and umpires at matches. Warmups must be completed by all participating students prior to participating in any sporting activities as injury prevention. Cool downs must be completed by all participating students after participating in any sporting activities as injury prevention.	3	2	6	

	<p>physical contact.</p> <p>Coaches demonstrating and undertaking physical activity as part of the training session.</p> <p>Coaches in close contact to players moving around risk of collision with players and or ball.</p> <p>Spectators in close proximity to where players and/or ball is.</p> <p>Officials in close proximity to the players and the ball.</p>			<p>Qualified coaches/instructors leading training sessions - ensure coaching standard is correct for the participant's abilities and coaches/instructors have relevant first aid qualifications.</p> <p>Trial and assign squads based on abilities to ensure participants are training and playing with players of similar abilities.</p> <p>Limit squad numbers so there is not any overcrowding and there is enough space.</p> <p>If a coach is unavailable for a session there is a chain of command, leaders have been pre-assigned who are able to take the session (if not possible the session is cancelled).</p> <p>First aid kit taken to training sessions and matches for each training group and team.</p> <p>First aid kit checked and replenished weekly by the team captain.</p> <p>Qualified first aiders present at training and matches for each team.</p> <p>Team captain and committee members aware of key first aid contacts at venues ahead of undertaking sporting activity</p> <p>Ensure spectators and potential obstructions are situated on the side-lines of the court at least 2m from the side-line or in viewing balconies.</p> <p>Relevant committee members to complete an injury report in the event of an injury/incident occurring.</p> <p>Qualified umpires to the standard of game for all games: to ensure that they can control the game and limit/manage dangerous play.</p>				
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<i>A society member is harmed due to their overall health and (mental) well-being being unknown (e.g. pre-existing injuries/conditions)</i>	Leading to participant injury, spread of an illness, an allergic reaction, exacerbating an existing condition or pre-existing injury.	2	3	6	<p>Have an anonymous survey to assess mental and physical wellbeing, with an 'open door policy' with club captain, club secretary and well-being secretary.</p> <p>Google drive document of all medical conditions, allergies that is protected and private etc. and ensure players communicate issues with coaches/captains if appropriate.</p> <p>Club investing in first aid and training days, as well as individuals bring personal supplies e.g. inhaler.</p> <p>At trials having all trials declare any physical injuries/conditions and any mental health issues that should be brought to relevant committee members and coaches' attention</p>	2	2	4	
<i>Disabled members are harmed due to inappropriate/lack of provisions from the society.</i>	<p>A member is injured due to lack of access or inappropriate activity that may causes harm.</p> <p>Disabled members experience exclusion due to limited provisions</p>	1	2	2	<p>Keep training spaces to the Gryphon and Edge and ensure accessible transport is brought if needed.</p> <p>Ensure that the website is up to date and details the practice/activity location and participation guideline, to allow participants to understand the accessibility of training sessions.</p> <p>Plan socials in a way that does not restrict or exclude on the basis of disability.</p> <p>Ensure all venues have disabled access, and if transport is used, ensure that special arrangements for access can be obtained.</p> <p>On an individual basis, modify activities, altering access arrangements where necessary</p>	1	2	2	
<i>Unsafe behaviour or attitude of any person(s), e.g.</i>	Results in injury or harm where	1	3	3	Depending on the severity of the behaviour/action can be escalated and	1	2	2	

<i>participant/ coach/spectator starts a fight, member performs an activity incorrectly, etc</i>	behaviour/attitude gets out of hand: damage can be caused to the venue, any bystanders or people who try to intervene				<p>taken to LUU and involve Exec committee in a discussion of the consequences for this player, spectator or coach.</p> <p>Players are made aware of the Code of Conduct and the clubs expectations, which is easily accessible and are aware of consequences for breaching this.</p> <p>Umpires/officials/ captains are aware of the Code of Conduct and are able to monitor all players behaviour and administer sanctions if appropriate</p>				
<i>Returning home from evening training</i>	Issues with safety of young female members going home in the dark, potentially in an unfamiliar setting.	2	4	8	<p>Encourage those who have driven to give lifts home to those without cars.</p> <p>Encourage the girls to travel home in groups of 2 or preferably more.</p>	2	3	6	
<i>An emergency occurs at a society event e.g. a fire</i>	Leads to injury or harm when a member isn't aware of the correct procedure for day-to-day runnings of the club or for emergency procedures	1	3	3	<p>Mandatory club meeting at the start of the season where all this is explained.</p> <p>Email copies of this will be sent alongside paper copies available upon request.</p> <p>Also the safety handbook will be posted on Facebook - with a setting so we can see how many people have viewed the document.</p> <p>Have an agreed assembly point and decide who will advise re-entry to venues.</p> <p>Before any large events safety exits and procedures will be gone over and reiterated</p>	1	2	2	
resources and venue <i>Inappropriate spaces used to</i>	Overcrowding leads to injury/antisocial	2	3	6	Ensure that bags and those on the side-lines of games and at training are kept out of the way of umpires, the court and players.	1	2	2	

<p> <i>carry out activities:</i> <i>Overcrowding</i> <i>Blocked exits</i> <i>Lack of fire exits unsafe / uneven surfaces</i> <i>Poor placement of equipment within the space</i> <i>Uncomfortable space</i> <i>Poor lighting/night time training</i> </p>	<p>behaviour, creates issues and obstacles in an emergency.</p> <p>Blocked exits/lack of fire exits creates issues and increased danger if an emergency occurs.</p> <p>Uneven surfaces and a poor equipment placement mean that the space is not safe to operate/train/play in/spectate which could lead to people tripping over and an increased risk of collisions.</p> <p>Poor ventilation/lighting/temperature causes uncomfortable agitated players, coaches, officials and spectators.</p>				<p>If there is a situation of over-attendance give priority to club members, then operate on a first come first serve basis.</p> <p>Mainly using university spaces:</p> <ul style="list-style-type: none"> - Can be advised on appropriate numbers. - Report issues with courts to venue staff <p>Ensure fire exits are left clear of bags and people.</p> <p>Check the state and condition of the space before carrying out the activity.</p> <p>Willingness to change space if one is not appropriate.</p> <p>Ensure rooms have appropriate facilities i.e. fire escapes, extinguishers etc.</p> <p>Ensure toilets are signposted and accessible.</p> <p>Report and document any issues concerning the state of the rooms lighting/ventilation.</p> <p>Remove obstacles and ensure floors are checked for spills etc.</p> <p>Ensure training and matches finish at a reasonable hour.</p> <p>Ensure there is adequate lighting when training at night.</p> <p>If training in the dark outdoors wear appropriately</p>				
<p> <i>Impact from equipment/courts</i> </p>	<p>Contact injuries, minor</p>	1	2	2	<p>Members aware of first aid staff</p>	1	2	2	

	<p>abrasions/concussions etc.</p> <p>Falling due to unsafe courts leading to sprains, bruises, breaks and concussions</p>				<p>Courts are checked and any issues reported before training/play.</p> <p>Appropriate footwear is worn by players and officials.</p> <p>Appropriate warmups are carried out but all partaking physically in games.</p> <p>Umpires ensure dangerous play is limited.</p> <p>Those using equipment inappropriately are asked to stop.</p> <p>Players are all made aware of rules regarding contact and the code of conduct.</p> <p>Accidents are cornered off and dealt with properly, with crowds asked to move away</p>				
<i>Travel and away games</i>									
<i>Transport is cancelled or breaks down to or from an event</i>	<p>Members could get lost in an unknown place.</p> <p>Or come to harm being stranded in an unknown place, potentially surrounded by active traffic</p>	1	3	3	<p>Members of committee or captains will stay behind at every venue to ensure that no one is left behind.</p> <p>Timeline of events and updates to be posted on the club Facebook group.</p> <p>Returners help ensure freshers are looked after (and pass on the contact details of welfare secretary if required)</p> <p>Book transport well in advance and maintain good relationships with external companies used. Ensure transport and members are at the collection point on time.</p> <p>Arrange a meetup point incase of separation.</p> <p>Ensure all members are able to be</p>	1	2	2	

					<p>contacted or contact the lead/Captain.</p> <p>Ensure any accessibility requirements are met.</p> <p>Team attendance list and emergency contact list collected by committee / captain before the trip.</p>				
<i>Car injury/accident</i>	Society members if involved in a collision	2	3	6	<p>Drivers must have completed a LUU authorised driver form and be approved by LUU (providing DVLA licence details, if using own vehicle providing MOT, insurance and breakdown cover details)</p> <p>Members must respect the driver and not distract them or behave inappropriately.</p> <p>Follow LUU guidance on reporting/logging the accidents/incidents.</p> <p>Knowing when to report to emergency services - immediately contact 999 if any major accidents or injuries occur.</p> <p>Ensure car has had safety precheck and has first aid kit, blanket, food and water.</p> <p>Driver check weather conditions before travel</p> <p>Committee pre-plan route and breaks ahead of trip.</p> <p>Committee and driver have record of passengers attending and emergency contact details.</p> <p>Driver to adhere to UK road legislation</p>	1	3	3	
<i>Separation from the group/member loses contact</i>	Someone gets	2	2	4	Club members have committee numbers saved.	1	2	2	

	lost and comes to harm or misses an event				<p>Ensure members have access to the postcode/route plan to an event.</p> <p>Pre-arrange meet up point for anyone that gets separated.</p> <p>When travelling as a big group ensure committee member at the front and one at the back of the group</p>				
<i>An incident or emergency occurs at an away fixture e.g. fire</i>	<p>Leads to injury where the member doesn't know the correct procedure for the club, activity or venue.</p> <p>Lack of safety provision awareness leads to injury / slow injury response</p>	2	2	4	<p>Have an away game safety procedure document that is shared with all players (paper and downloadable copies available)</p> <p>Ensure away teams we play instruct us on first aid procedure.</p> <p>Have an accident reporting procedure in place, instruct all members on this.</p> <p>Clear communication of procedures for evacuation and illness</p> <p>Ensure that all members are aware of away emergency procedures.</p> <p>Members are aware when to report to emergency services.</p> <p>Emergency contact details awareness</p> <p>Ensure all incidents are reported to LUU.</p>	1	2	2	
<i>Illicit substance use causes harm to members (drug induced illness) or members of the public (aggression due to illicit substances) or other incidents occur (e.g. trespassers cause harm)</i>	<p>Negative impact on the club and university's reputation.</p> <p>Member suffers personal theft or attack.</p> <p>Criminal charges</p>	2	4	8	<p>Ensure a clear code of conduct is given to members before staying away.</p> <p>If required members breaking rules will go home/suspended/dismissed from the society</p> <p>Report issues of trespass or theft to the hotel staff/security</p>	1	4	4	

	for members using or possessing illicit substances				Be aware of when to report to emergency services and call 999. Report incidences to LUU if required. Lock doors at night for member safety				
Social, meetings and events									
<i>Theft of society money/equipment or personal items</i>	Affects the society financially. Creates distrust between members.	1	2	2	Deposit money into the cash office ASAP Ensure money is locked away and inaccessible to the public. Use cash office safe when taking cash after hours, then return to count and deposit money in the morning. Members are told not to bring valuable items and if they do so it is at their own risk. Use lockers/be aware of belongings if no provisions to put them away	1	2	2	
<i>Separation from the group</i>	Someone gets lost and is harmed, injured or misses an event	1	3	3	Ensure everyone knows the timeline of events and key information, e.g. timings, location, meeting points and important contact details. Ensure social secs, welfare, team captains and captains' number are saved in everyone's phone. Pre-arrange meet up point for members. Ensure members know the route plan. When travelling as a group one committee member at the front of the group and one at the back	1	3	3	
<i>Influence of alcohol causing injury/harm/distress</i>	Alcohol affecting or impeding judgement leading to	2	2	4	Having a sober member of committee at socials: alternating to ensure no injuries occur or there is relevant help to escort people home if needed.	1	2	2	

	physical injury/abusive behaviour to self or others				<p>Report issues to event staff e.g. Bouncers</p> <p>Members know when an incident is serious and when the emergency services need to be called.</p> <p>Encourage and organise more alcohol-free events.</p> <p>Ensure people don't drink excessively nor feel pressured to do so, and are taken home if in an unfit state</p>				
<i>Drink spiking</i>	Leading to unusual behaviour, loss of consciousness or other serious health issues	2	3	6	<p>Buy our own drinks; watch when they are being poured; be aware of the club's surroundings.</p> <p>Don't leave drinks unattended or drink them after they have been sitting for a while.</p> <p>Report issues to event staff (i.e. bouncers or bar staff)</p> <p>Know when to report to emergency services - 999</p>	2	3	6	
<i>Abuse/violence (verbal, physical, sexual)</i>	A member is assaulted (physically, verbally, sexually or emotionally) before, during or after a social event	2	3	6	<p>Ensure members travel in large groups between locations.</p> <p>Try to stick within our group as much as possible.</p> <p>Avoid any verbal and physical confrontation when out (cause no offence to others)</p> <p>Ensure members are aware of the standards of behaviour and consequences if they don't adhere to them removal/playing ban/exclusion from the society etc.</p> <p>Inform venue staff or emergency services if appropriate.</p>	2	3	6	

					Ensure there are support network for members if they come into harm on a night out				
<i>Vulnerable groups harmed (worsens disabilities, medical conditions and leads to feelings of exclusion)</i> <i>Strobe lighting</i>	Someone experiencing medical conditions are harmed due to a lack of provisions for them. Member falling ill/having an epileptic fit which could lead to secondary injuries e.g. falls/head injuries or distress.	1	3	3	All medical devices to be brought to social events and relevant committee members are informed of the correct and appropriate procedures Talk to members in question about specific needs before an activity/event. Ensure all venues and transportation used have appropriate access and toilet facilities. Committee awareness of epilepsy among club members. Ensure that we find out that whether strobe lighting will be used at events prior to attending and inform all members. Check in with members throughout events to check how they are feeling and give them the option to leave.	1	3	3	
<i>Adverse weather when participating in outdoor activities/events</i>	Results in associated injuries: sunburn, heat stroke, dehydration, hypothermia and increased risk of injuries	1	2	2	Ensure regular breaks to take on hydration, reapply sunscreen, put on more layers/waterproofs, etc... Have access to drinking water at all times. If serious weather conditions have a plan in place and communicate to all members when necessary (e.g. evacuation, cancellation, etc.)	1	2	2	
<i>Illness and injury due to drug or alcohol misuse, dehydration</i>	Members act inappropriately towards other members or the public.	2	3	6	Committee ensure socials take place at appropriate venues and are aware of the required safety procedure. Committee attend social guidelines	2	3	6	

	<p>Student at risk of separation from the group</p> <p>Students become vulnerable or disorientated.</p> <p>Students are injured or are assaulted due to an inebriated state</p>			<p>training to ensure socials are safe and inclusive.</p> <p>Intoxicated members are supported and taken care of by committee, utilising first aid/emergency services if needed.</p> <p>Times and locations of socials communicated to members.</p> <p>Welfare officers on nights out</p> <p>Committee contacts used as emergency numbers and contacts.</p> <p>Ensure alcohol consumption is a choice for society members.</p> <p>Code of conduct is communicated to all members</p>				
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